

# Environmental and Ecological Planning Advisory Committee

## Report

4th Meeting of the Environmental and Ecological Planning Advisory Committee  
May 20, 2021

2021 Meeting - Virtual Meeting during the COVID-19 Emergency

Please check the City website for current details of COVID-19 service impacts.

Meetings can be viewed via live-streaming on YouTube and the City website

Attendance                      PRESENT: S. Levin (Chair), I. Arturo, L. Banks, A. Boyer, P. Ferguson, S. Hall, S. Heuchan, J. Khan, B. Krichker, K. Moser, B. Samuels, R. Trudeau, M. Wallace and I. Whiteside and H. Lysynski (Committee Clerk)

ABSENT: E. Arellano, A. Bilson Darko, A. Cleaver, S. Esan, L. Grieves, I. Mohamed and S. Sivakumar

ALSO PRESENT: G. Barrett, K. Edwards, J. MacKay, B. Page, S. Pratt, C. Saunders and E. Williamson

The meeting was called to order at 5:00 PM

### 1. Call to Order

#### 1.1 Disclosures of Pecuniary Interest

That it BE NOTED that M. Wallace disclosed a pecuniary interest in clause 4.4 having to do with the Advisory Committee Review, by indicating that his employer is mentioned in one of the Appendices.

### 2. Scheduled Items

#### 2.1 Arva to Huron Water Transmission Main Environmental Assessment

That a Working Group BE ESTABLISHED consisting of S. Levin (lead), S. Hall, S. Heuchen and K. Moser, with respect to the Arva to Huron Water Transmission Main Environmental Assessment; it being noted that the Environmental and Ecological Planning Advisory Committee reviewed and received a presentation from J. Walker, AECOM Canada Ltd. and the associated Environmental Impact Study.

### 3. Consent

#### 3.1 3rd Report of the Environmental and Ecological Planning Advisory Committee

That it BE NOTED that the 3rd Report of the Environmental and Ecological Planning Advisory Committee, from its meeting held on April 15, 2021, was received.

#### 3.2 Municipal Council Resolution – 3rd Report of the Environmental and Ecological Planning Advisory

That it BE NOTED that the Municipal Council resolution adopted at its meeting held on May 4, 2021, with respect to the 3rd Report of the Environmental and Ecological Planning Advisory Committee, was received.

#### 3.3 Municipal Council Resolution – Advisory Committee Appointments

That it BE NOTED that the Municipal Council resolution adopted at its meeting held on May 4, 2021, with respect to Advisory Committee appointments, was received.

3.4 Public Meeting Notice – 435-451 Ridout Street North

That it BE NOTED that the Notice of Planning Application, dated May 12, 2021, from C. Maton, Senior Planner, with respect to the Public Meeting Notice for the properties located at 435-451 Ridout Street, was received.

3.5 Draft Kelly Stanton ESA Ecological Restoration Plan (ERP) Question Responses

That it BE NOTED that the Environmental and Ecological Planning Advisory Committee reviewed and received the Civic Administration's comments relating to the Environmental and Ecological Planning Advisory Committee's questions on the draft Kelly Stanton Environmentally Significant Area Ecological Restoration Plan.

**4. Items for Discussion**

4.1 Notice of Planning Application – 1697 Highbury Avenue North (Revised)

That it BE NOTED that the Notice of Planning Application, dated May 5, 2021, from B. Debbert, Senior Planner, with respect to the revised Notice of Application for the property located at 1697 Highbury Avenue, was received.

4.2 Municipal Class Environmental Assessment – Victoria Street Pumping Station

That the communication dated May 7, 2021 from D. Wilhelm, Manager, Water/Wastewater, MTE, with respect to the Victoria Street Pumping Station Municipal Class Environmental Assessment, was received.

4.3 City Hall Reorganization

That it BE NOTED that the Environmental and Ecological Planning Advisory Committee (EEPAC) received the attached presentation from G. Barrett, Director, Planning and Development and held a general discussion with respect to the City Hall reorganization and any potential impacts to the EEPAC.

4.4 Advisory Committee Review

That a Working Group BE ESTABLISHED consisting of S. Levin (lead), A. Boyer, S. Hall and B. Krichker, with respect to the Advisory Committee Review; it being noted that the Environmental and Ecological Planning Advisory Committee reviewed and received the staff report dated May 18, 2021 with respect to these matters.

**5. Adjournment**

The meeting adjourned at 6:00 PM.

# Arva Pumping Station to Huron Street Water Transmission Main Environmental Impact Study

Jessica Walker



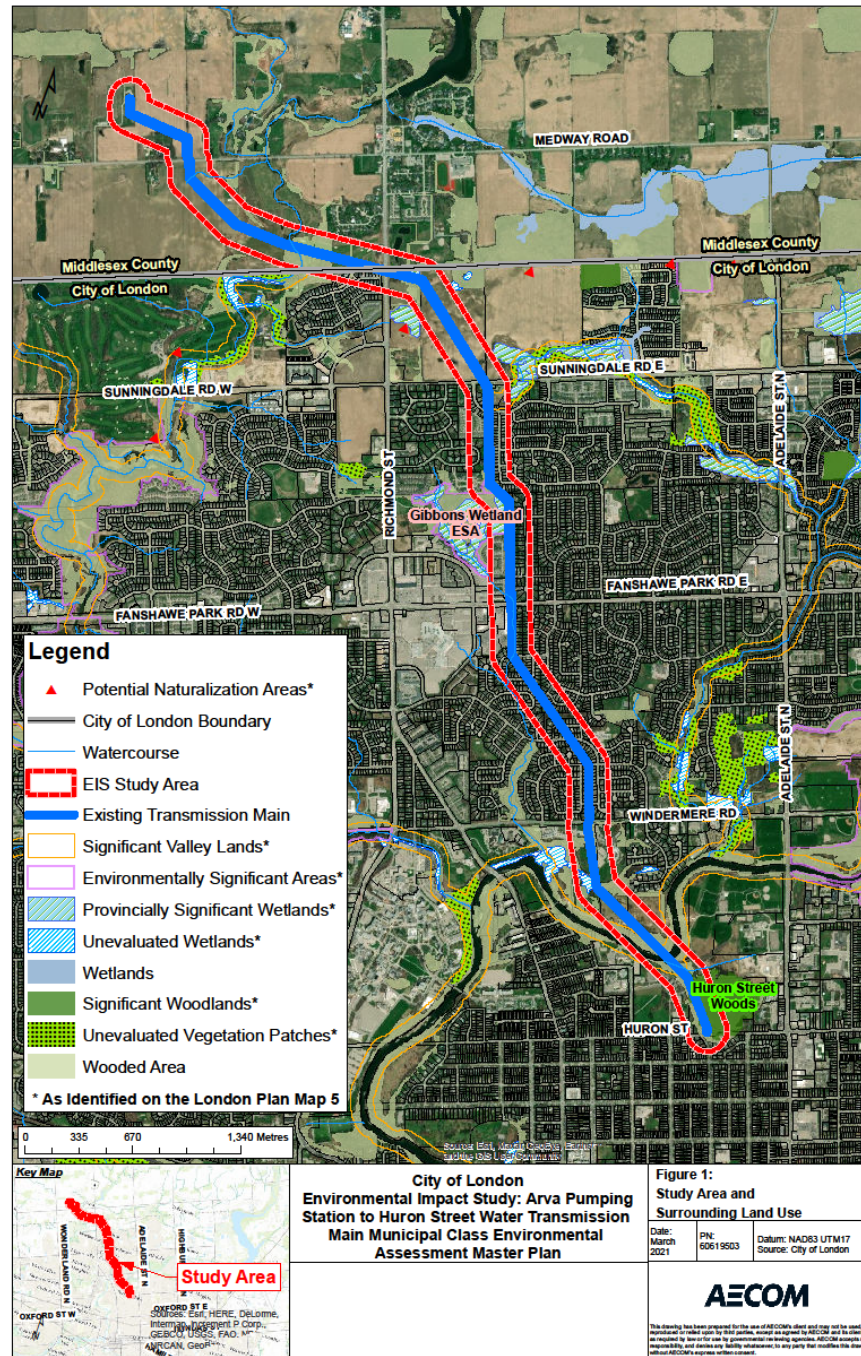
May 20, 2021

## Arva Pumping Station to Huron Street Water Transmission Main

- City requires access to existing transmission mains for on-going monitoring, maintenance, repairs and to expand service as needed.
- Preferred short-term solution identified within the Municipal Class EA Master Plan Project File – Schedule B
- Alternative 2 – Maintain Easements as is (minimum 15m or 50')

## Study Area and Surrounding Landscape

- 8km of water transmission main from Arva Reservoir and Pump Station to Huron Street plus 120m
- Land use comprised predominately of agricultural lands, residential and commercial development & green space.
- Natural heritage features include:
  - Thames River (North Branch)
  - Medway Creek
  - Arva Moraine PSW
  - North Branch Park
  - Huron Street Woods
  - Significant Valleylands
  - Gibbons Wetland ESA



## Existing Natural Heritage

### Aquatic Features

- North Thames River
- North Thames River Tributary
- Masonville Creek
- Medway Creek
- Unnamed Municipal Drain 1



### Terrestrial Features

- Cultural meadows
- Cultural woodlands
- Shallow and meadow marshes
- Swamp thickets
- Deciduous swamp
- Deciduous forests
- Cultural Plantation

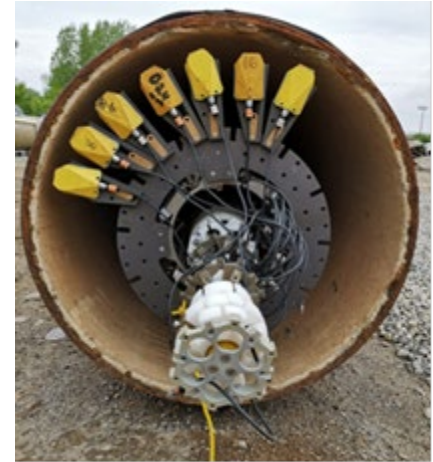
## Natural Heritage Features

- Arva Moraine Wetland Complex (PSW)
- Unevaluated Wetlands
- Gibbons Wetland ESA (including portions of Arva Moraine Wetland Complex).
- Significant Woodlands (Huron Street Woods Park)
- Candidate and Confirmed SAR. Confirmed within Study Area include butternut, barn swallow, red mulberry, Black Redhorse (THR), Silver Shiner (THR) and Wavy-rayed Lampmussel (THR)



## Proposed Activities

- Inspection and maintenance of valves and chambers
- Soil sampling and testing of ground near transmission mains, including coring into ground, sample collection and lab testing
- Test pits to inspect the surface of the transmission main by excavating to the transmission main and inspecting the surface of the concrete pipe for signs of pitting, cracking or damage
- Electromagnetic tools to inspect the inside of the main for damage while the line is in service
- Repair of joints



## Potential Impacts

- Impacts to natural heritage features and their functions are anticipated to be isolated
  
- Impacts to Natural Heritage Features include:
  - Removal of vegetation within marginal cultural communities and isolated Natural Heritage features
  - Damage to adjacent vegetation during construction
  - Erosion and sedimentation
  - Impacts to local wildlife including potential for incidental take and harm (i.e., vehicle mortality) during construction



## Environmental Management Recommendations

- Consultation with UTRCA where works are required within the Regulated Lands
- Limit removals through avoidance.
- Avoidance of sensitive timing windows; breeding bird (April 1 to August 31) and bat roosting (April 1 to September 31) & turtle overwintering (October to April).
- Pre-clearance surveys in advance of construction activities.
- ESC Plan and Construction Mitigation and Monitoring Plan (SAR Handling Protocol, Invasive Plant Management Plan, Clean Equipment Protocol for Industry).

## Environmental Management Recommendations Cont.

- Obtain Licence to Collect Fish and/or Wildlife Collectors Authorization were required
- Environmental monitoring to be implemented for sensitive features
- Activities below high-water mark require submission of Request for Review to DFO
- Maintenance and/or repair activities considered Health and Safety projects under the ESA. Activities affecting SAR/SAR habitat to be registered with MECP
- Consideration for restoration of disturbed areas where feasible

## Conclusions

Impacts to natural heritage features can be avoided or significantly reduced through the implementation of environmental management recommendations

Questions?

Thank You!

[Jessica.Walker@aecom.com](mailto:Jessica.Walker@aecom.com)

May 20, 2021

City of London

**Environmental Impact Study: Arva Pumping  
Station to Huron Street Water Transmission  
Main Municipal Class Environmental  
Assessment Master Plan  
London, Ontario**

**Prepared by:**

AECOM Canada Ltd.  
410 – 250 York Street, Citi Plaza  
London, ON N6A 6K2  
Canada

T: 519 673 0510  
F: 519 673 5975  
[www.aecom.com](http://www.aecom.com)

**Prepared for:**

The Corporation of the City of London  
300 Dufferin Avenue  
London, ON N6B 1Z2

**Date:** April, 2021

**Project #:** 60619503

## Distribution List

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	✓	City of London
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## Revision History

Rev #	Date	Revised By:	Revision Description
1	April 1, 2021	Jessica Walker	Revised based on City of London Comments received March 12, 2021.



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# Authors

Report Prepared By:



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Jessica R. Walker, B.Es., M.E.S.  
Senior Terrestrial Ecologist

Report Reviewed By:



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Gary A. Epp, M.Sc., Ph.D.  
Practice Lead – Ecology & Senior  
Ecologist

# Executive Summary

On behalf of the City of London (the City), AECOM Canada Ltd. completed a Municipal Class Environmental Assessment (MCEA) Master Plan (AECOM 2021a) study to develop short and long-term maintenance and improvement/expansion plans for the Arva Pumping Station to the Huron Street Water Transmission Main (hereafter referred to as the Project). A Natural Heritage Summary Report (NHSR; 2021b) completed by AECOM identified natural heritage features and their significance within the vicinity of the water transmission easement using background information and supplemental field investigations. The results of the NHSR (AECOM 2021b) guided the assessment of alternatives and recommendations outlined in the Master Plan (AECOM 2021a).

The Study Area includes approximately 8 km of water transmission main which extends from the Arva Reservoir and Pump Station to Huron Street plus an additional 120 m (on either side of the transmission main) area of investigation. Land use within the Study Area consists largely of agricultural land, residential communities, a golf course and natural heritage features including Medway Creek, Arva Moraine Wetland Complex Provincially Significant Wetland (PSW), North Branch Park (contains woodlands and unevaluated wetlands), Huron Street Woods (contains a Significant Woodland), and Gibbons Wetland Environmentally Significant Area (ESA).

Proposed repairs and maintenance activities associated with the preferred short-term strategy (to maintain the existing easement) are anticipated to occur within the next 5 years and therefore require an EIS in accordance with the environmental policies of the London Plan (2016). The following EIS has therefore been prepared, consistent with relevant legislation, policies and regulations including the Provincial Policy Statement (PPS; 2020), the Natural Heritage Reference Manual (NHRM; 2010), and the City of London's Environmental Management Guidelines (2007).

The regular inspection and maintenance of the transmission main and its associated chambers, valves and associated appurtenances are essential components of transmission main management. Regular clearing of access routes and the interior clearing of accumulated debris associated with these components can improve response times during a failure. Routine inspection and maintenance of the transmission main and its components are proactive measures to ensure peak performance.

Potential impacts as a result of proposed repair and maintenance activities include short-term indirect and direct impacts such as minimal and localized removal of vegetation (e.g., trees, shrubs, etc.), potential erosion and sedimentation, damage to adjacent vegetation (i.e., trampling or limb/truck damage) during construction and potential encounters with local wildlife including Species at Risk. Overall, impacts associated with the repairs and maintenance of the existing transmission main are localized within the existing easement and can be largely mitigated through the implementation of appropriate construction mitigation and environmental management recommendations. Mitigation measures recommended to reduce/eliminate potential impacts to natural heritage features and their functions include pre-clearance surveys, erosion and sedimentation control measures, creation and implementation of a Construction Mitigation and Monitoring Plan including the Invasive Species Management Plan and Species at Risk and Wildlife Handling Protocol.

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# 1. Introduction

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On behalf of the City of London (the City), AECOM Canada Ltd. completed a Municipal Class Environmental Assessment (MCEA) Master Plan (AECOM 2021a) study to develop short and long-term maintenance and improvement/expansion plans for the Arva Pumping Station to the Huron Street Water Transmission Main (hereafter referred to as the Project). A Natural Heritage Summary Report (NHSR; 2021b) completed by AECOM identified natural heritage features and their significance within the vicinity of the water transmission easement using background information and supplemental field investigations. The results of the NHSR (AECOM 2021b) guided the assessment of alternatives and recommendations outlined in the Master Plan (AECOM 2021a).

In order to properly manage the existing transmission mains and continue to deliver water supply to its current and future users, the City requires access to transmission mains for ongoing monitoring, maintenance, repairs and to expand the service as needed. Due to the relatively long life remaining for the existing transmission main, the Project was separated into short-term and long-term alternatives. A review of the existing transmission main condition and easements, as well as the City's ability to access the transmission main for maintenance and repair over the next 10 to 15 years formed the basis of the short-term solutions. Recommendations outlined within the Master Plan (AECOM 2021a) include the completion of Environmental Impact Study (EIS) to identify potential negative impacts to natural heritage features as a result of proposed short and long-term activities. As the proposed long-term works are not anticipated to commence for another 15-20 years, the Master Plan (AECOM 2021a) recommended completing an EIS at the detailed design stage to avoid significant rework of inventory studies; as outlined within the City of London's EIS guidelines (2007), additional inventory studies are required after 4 years of the initial surveys to confirm existing conditions.

Proposed repair and maintenance activities associated with the short-term strategy are anticipated within the next 5 years and therefore require an EIS in accordance with the environmental policies of the *London Plan* (2016). The following EIS provides a high-level summary of the existing conditions within the vicinity of the short-term strategy, identifies potential negative impacts, provides a summary of mitigation measures and should be read in conjunction with the NHSR (AECOM 2021b). This EIS is consistent with the Provincial Policy Statement (PPS; 2020), the Natural Heritage Reference Manual (NHRM; 2010), City of London's Environmental Management Guidelines (2007) and other relevant legislation, policies and regulations.

## 1.1 Study Area and Surrounding Land Use

The Study Area includes approximately 8 km of water transmission main which extends from the Arva Reservoir and Pump Station to Huron Street plus an additional 120 m (on either side of the transmission main) area of investigation which allowed for the identification of Adjacent Lands as defined by the Natural Heritage Reference Manual (MNRF2005) (see **Figure 1**).

Land use within the Study Area is comprised primarily of agricultural lands, residential development, commercial development and green space. Existing natural heritage features, as identified on Map 5 (Natural Heritage) and Map 6 (Hazards and Natural Resources) of the London Plan (2016) include the following:

- Thames River (North Branch);
- Medway Creek;
- Arva Moraine Wetland Complex Provincially Significant Wetland (PSW)
- North Branch Park (contains woodlands and unevaluated wetlands);

- Huron Street Woods (contains a Significant Woodland).
- Significant Valleylands;
- Gibbons Wetland Environmentally Significant Area;
- Significant Groundwater Recharge Areas; and
- Highly Vulnerable Aquifers.

Additionally, portions of the Study Area fall within Maximum Hazard Limits and Conservation Authority Regulation Limits. Map 1, 5 and 6 of the London Plan (2016) are provided in Appendix B of the NHSR (AECOM 2021).

North of Sunningdale Road, a portion of the Study Area is located outside of the City of London and is under the jurisdiction of Middlesex County. The Middlesex County Official Plan (Middlesex 1997) identifies Significant Woodlands within the Study Area. The Middlesex Natural Heritage Systems Study (Middlesex 2014) identifies the following features within the Subject Lands:

- Significant Valley System;
- Vegetation patch within 30 m of a watercourse;
- Wetlands;
- Woodlands  $\geq$  4 ha; and
- Meadow patch connected to a woodland  $\geq$  4 ha.

## 1.2 EIS Scoping

An EIS Scoping meeting was held with the City of London's Ecologist and Water Engineering Division, the Environmental and Ecological Planning Advisory Committee (EEPAC), the County of Middlesex County Engineer, the Middlesex Centre Director of Public Works and Engineering, the Upper Thames River Conservation Authority (UTRCA), and AECOM on June 30, 2020. An EIS Scoping Letter and a draft Issues Summary Checklist were prepared by AECOM in advance of the meeting. The Issues Summary Checklist was reviewed and amended during the meeting. The EIS Scoping Letter, the finalized EIS Issues Summary Checklist, and the minutes of the meeting are provided in Appendix B of the NHSR (2021b).

## 2. Legislative Requirements

The proposed works require the consideration of federal, provincial, regional and local policies and legislation. Applicable policies and legislation relevant to the Study Area are listed in **Table 1** below.

**Table 1. Summary of Relevant Legislation, Policies & Guidelines.**

Level of Governance	Legislation	Policies/Regulations	Guidelines	Applicability to the Project
<b>Federal</b>	Fisheries Act, amended 2019.	Fish Protection Policy Statement	N/A	The Fisheries Act was amended in 2012 and focuses on protecting 'serious harm to fish", which is described as the death of fish or any permanent alteration to, or destruction of fish habitat.  Fish habitat was identified within the open aquatic ponds and wetlands within the Study Area.
	Species at Risk Act (SARA), amended 2020	Regulations respecting categories of Species at Risk (SAR)	N/A	The SARA provides for the recovery of wildlife species that are extirpated, endangered, or threatened federally. The SARA applies to federally listed aquatic SAR.
	Migratory Bird Convention Act (1994)	Regulations Respecting the Protection of Migratory Birds	N/A	The Migratory Bird Convention Act affords protection to Bird listed under Article 1 of the Migratory Birds Convention.
<b>Provincial</b>	Planning Act (1990)	Provincial Policy Statement (PPS; 2020)	Natural Heritage Reference Manual (2010)  Significant Wildlife Habitat Technical Guide (OMNR 2000)  Ecoregion Criterion Schedule 7E (2015)	The PPS, NHRM and Ecoregion Criterion Schedules outline protection of natural heritage features within Ontario including Significant Wetlands, Significant Woodlands and Significant Wildlife Habitat.
	Conservation Authorities Act (1990)	Ontario Regulation 157/06	Upper Thames River Conservation Authority Policies for the Development, Interference, with Wetlands and Alterations to Shorelines and Water Courses Regulation.	The Study Area falls within the UTRCA regulation limits. As such, any proposed activities will require review and input from the UTRCA.

Level of Governance	Legislation	Policies/Regulations	Guidelines	Applicability to the Project
			Environmental Planning Policy Manual for the Upper Thames River Conservation Authority (June 28, 2006).	
	Fish and Wildlife Act (1997)	N/A	N/A	The Fish and Wildlife Act affords protection for some species of birds, amphibians, reptiles and mammals in Ontario.
	Endangered Species Act (ESA; 2007)	Ontario Regulation 242/08  Ontario Regulation 230/08	N/A	The ESA and its associated regulations list Species at Risk within Ontario and afford species listed as Threatened or Endangered protection, as well as their habitat.
<b>Municipal</b>	The London Plan (2016)	Environmental Policies	Environmental Management Guidelines (2007)  London Invasive Plant Management Strategy (2017)	The City of London's Official Plan (The London Plan) outlines the requirement for an EIS should lands within or adjacent to proposed activities be evaluated as a component of the City of London's Natural Heritage System.  The guidelines for the completion of an EIS are articulated in the City's Environmental Management Guidelines (EMG) dated January 2007.
	Middlesex County Official Plan (1997)	N/A	N/A	The Official Plan guides the County in land use policy and physical planning on a broad basis. It establishes a policy framework that provides guidance to local municipalities in the preparation of local official plans and zoning by laws.
	City of London Tree Protection By-law (2016)	N/A	Tree Planting and Protection Guidelines (2015)	The City of London's Tree Protection by-law outlines the requirements for a tree removal permit within the City of London.  Note: the City of London is exempt from this By-law.



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## 3. Existing Natural Heritage Summary

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The NHR (2021b) completed by AECOM for the Project provides the basis for recommendations regarding environmental protection of natural heritage features and their functions within the Study Area. The following provides a summary of the report's findings and recommendations as they relate to the Study Area for the short-term strategy as described in **Section 1** above.

1. Aquatic features within the Study Area include the North Thames River, a tributary to the North Thames River, Masonville Creek, Medway Creek and unnamed Municipal Drain 1. Aquatic features within the Study Area are described in detail in Section 3.1 of the NHR (AECOM 2021b) and are indicated on **Figure 2**.
2. Multiple vegetation community types were identified within the Study Area during ELC assessments. These include cultural meadows, cultural woodlands, shallow and meadow marshes, swamp thickets, deciduous swamps as well as deciduous forests and cultural plantations. Vegetation communities identified through a review of background information and field investigations are described in detail in Section 3.2.2 of the NHR (AECOM 2021b) and are delineated on **Figure 2**.
3. The Arva Moraine Wetland Complex Provincially Significant Wetland (PSW) is a large wetland complex in north London that is distributed across a wide area bordered by Richmond Street, Medway Road, Highbury Avenue and Fanshawe Park Road. Portions of the wetland complex are present within the Study Area (see **Figure 2**). Unevaluated wetlands were also identified within North Branch Park north of the Thames River (North Branch) and are further described in Section 3.2.2 of the NHR (AECOM 2021b).
4. The Gibbons Wetland Environmentally Significant Area (ESA) is present within the Study Area (see **Figure 2**) and is located east of Richmond Street and north of Fanshawe Park Road East. Portions of the Arva Moraine Wetland Complex are present within the Gibbons Wetland ESA.
5. Significant Valleylands are present within the Study Area and are associated with Medway Creek, and the Thames River (North Branch). A portion of the Arva Moraine Wetland Complex PSW is also classified as Significant Valleylands.
6. Significant Woodlands (located in Huron Street Woods Park) are present within the Study Area south of the Thames River (North Branch). Woodlands were also identified along both shorelines of the Thames River (North Branch) (portions of North Branch Park and Huron Street Woods). The Richmond Street Significant Woodland was also evaluated as significant (AECOM 2016).
7. Species at Risk (SAR) (Appendix F of the NHR) confirmed within the Study Area include the following:
  - a. Butternut (*Juglans cinerea*) has been previously reported within the Gibbons Wetland ESA (NRSI 2013). This species may also occur in other wooded communities within the Study Area.
  - b. Barn swallows (*Hirundo rustica*) were previously observed within a culvert crossing Richmond Street (AECOM 2016). Potential habitat for this species is present within the remainder of the Study Area including existing culverts and bridges.
  - c. Red Mulberry (*Morus rubra*) was observed in the southwest portion of the Gibbons Lands (NRSI 2013). This species was observed along a roadway and is suspected to have been planted. Suitable habitat for this species was identified within the Gibbons Lands (NRSI 2013).
  - d. Black Redhorse (THR), Silver Shiner (THR) and Wavy-rayed Lampmussel (THR) were identified as occurring in several watercourses associated with the Project including Medway Creek, Unnamed Municipal Drain 1, and the Thames River (North Branch; DFO 2020).

8. Candidate habitat for 14 terrestrial SAR was identified through the SAR screening process (Appendix F of the NHR). These species and their associated habitats are summarized in **Table 2** below.

**Table 2: Terrestrial Species at Risk with Candidate Habitat**

Common Name	Scientific Name	ESA Status	S-Rank	Candidate Habitat
<b>Bald Eagle</b>	<i>Haliaeetus leucocephalus</i>	SC	S2N, S4B	Deciduous Forest
<b>Blanding's Turtle</b>	<i>Emydoidea blandingii</i>	THR	S3	Deciduous Swamp, Shallow Marsh
<b>Butternut</b>	<i>Juglans cinerea</i>	END	S2	Deciduous Forest
<b>Chimney Swift</b>	<i>Chaetura pelagica</i>	THR	S4B, S4N	Chimneys within Study Area
<b>Eastern Flowering Dogwood</b>	<i>Cornus florida</i>	END	S2	Deciduous Forest
<b>Eastern Hog-nosed Snake</b>	<i>Heterodon platirhinos</i>	THR	S3	Deciduous Forest with Sandy Soil
<b>Eastern Meadowlark</b>	<i>Sturnella magna</i>	THR	S4B	Cultural Meadow
<b>False Rue-anemone</b>	<i>Enemion biternatum</i>	THR	S2	Deciduous Forest
<b>Kentucky Coffee-tree</b>	<i>Gymnocladus dioicus</i>	THR	S2	Deciduous Forest
<b>Little Brown Myotis</b>	<i>Myotis lucifugus</i>	END	S4	Deciduous Forest, Deciduous Swamp, Cultural Woodland
<b>Northern Myotis</b>	<i>Myotis septentrionalis</i>	END	S3	Deciduous Forest, Deciduous Swamp, Cultural Woodland
<b>Queensnake</b>	<i>Regina septemvittata</i>	END	S2	Thames River (North Branch)
<b>Red Mulberry</b>	<i>Morus rubra</i>	END	S2	Deciduous Forest
<b>Tri-colored Bat</b>	<i>Perimyotis subflavus</i>	END	S3	Deciduous Forest, Deciduous Swamp, Cultural Woodland

9. Confirmed Significant Wildlife Habitat within the Study Area includes Amphibian Breeding Habitat (both Woodland and Wetland), Terrestrial Crayfish Habitat and Special Concern and Rare Wildlife Species habitat (for eastern wood-pewee (*Contopus virens*) and monarch). Thirteen Significant Wildlife Habitats remain as Candidate within the Study Area (see Appendix G of the NHR).

## 4. Proposed Transmission Line Activities & Assessment of Potential Impacts

In order to properly manage the existing transmission main(s) and continue to deliver water supply to its current and future customers, the City requires access for ongoing monitoring, maintenance, repairs and to expand service as needed. The regular inspection and maintenance of the transmission main and its associated chambers, valves and associated appurtenances are essential components of transmission main management. Regular clearing of access routes and the interior clearing of accumulated debris associated with these components can improve response times during a failure. Routine inspection and maintenance of the transmission main and its components are proactive measures to ensure peak performance. **Table 3** below outlines the recommended inspection, maintenance and monitoring activities for the transmission line.

**Table 3. Inspection, Maintenance and Monitoring Activities**

Action	Frequency	Comment
<b>Inspection and Maintenance of Valves and Chambers</b>	Annual	Inspection and maintenance of valves and valve chambers is required to avoid impacts to the loss of physical integrity of the chamber and valves. This includes ensuring proper valve operation, replacing damaged valves, chamber cleaning where required, missing air vents, minor rehabilitation of chambers, etc. 100% of the valves and chambers should be inspected/maintained annually.
<b>Soil Sampling and Testing of ground near transmission mains, including coring into ground, sample collection, and laboratory testing.</b>	Every 15 Years	Reduced resistivity of soil is one of the contributing factors to increased deterioration of PCCP. Due to de-icing, chloride levels may elevate and would further decrease the resistivity levels. Therefore, understanding the soil characteristics on a frequent basis would provide additional insights for interventions.
<b>Test Pits to inspect the surface of the transmission main by excavating to the transmission main and inspecting the surface of the concrete pipe for signs of pitting, cracking or damage.</b>	Every 15 Years	Test pits would offer direct information about the condition of the pipe, depending on the type of examination. The evaluation of joints located within corrosive soils should be monitored at a certain frequency to understand the level of intervention required.
<b>Free-Swimming use long form for Electro Magnetic (EM) or (e.g. Pipe Diver) tools to inspect the inside of the transmission main for damage while the line is in service</b>	Every 15 Years	The City currently monitors the pipeline using Acoustic Fiber Optics (AFO) technology that provides an estimated location for wire breaks in the concrete piping. It is recommended to deploy a Free-Swimming EM (e.g. or Pipe Diver) tool to inspect, detect and quantify potential wire breaks inside the pipeline and provide a baseline of the state of the pipeline periodically.
<b>Repair of Joints</b>	Based on Assessment	Joints are mostly assessed based on the above internal or external examinations. The deterioration of joints is difficult to assess with EM technologies due to their configuration and joints in PCCP pipes do not include prestressing wires. The impact of soil envelope may also, increase the degradation level of joints.

The existing easement was reviewed from the Arva Pumping Station to Chamber 13 near Huron Street. **Table 4** below provides an overview of the infrastructure reviewed and recommended actions to be taken with respect to repairs and/or maintenance and associated potential impacts anticipated as a result of the activity. The location of the transmission line and associated chambers can be found on **Figures 3a, 3b** and **3c**.

**Table 4. Recommended Transmission Line Repair/Maintenance Activities & Associated Potential Impacts.**

Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
<b>Arva Pumping Station to Sunningdale Road</b>			
<b>Twinned transmission mains from Arva Pumping Station to Sunningdale Rd.</b>	The twinned line is located on farmland, county roads, and forested areas. In some areas, the twinned mains appear to be near or under mature trees. The trees are also within the City owned easement.	Recommend reviewing the sites and assess the need to remove trees and other obstacles to reduce risk of damage by tree roots, and to allow for maintenance and/or monitoring access.	Impacts to natural heritage features and their functions are anticipated to be isolated to a few locations as land use within this stretch is primarily agricultural row crop and golf course. Potential impacts to two natural heritage features (Arva Moraine PSW and the deciduous forest adjacent to Medway Creek) include the following: <ul style="list-style-type: none"> <li>▪ removal of vegetation (e.g., Trees, shrubs, etc.);</li> <li>▪ erosion and sedimentation of adjacent natural heritage features during construction;</li> <li>▪ damage to adjacent vegetation (i.e., trampling or limb/truck damage) during construction;</li> <li>▪ removal of Woodland (i.e., deciduous forest) and associated potential SAR habitat and candidate Significant Wildlife Habitat;</li> <li>▪ impacts to local wildlife including potential for incidental take and harm to local frogs, toads, snakes and turtles (i.e., vehicle mortality) during vegetation clearing activities.</li> </ul>
<b>Chambers 1 and 1A</b>	Chamber 1 and 1A are drain chambers located on farmland. There is access to these two chambers on a dirt access road through the landowner's property.	Maintain access and clear vegetation on a regular basis. Inspect chambers and replace valves when required.	These chambers are located within an agricultural field (i.e., row crop). Impacts to natural heritage features, or their functions are not anticipated.
<b>Chambers 2 and 2A</b>	Chamber 2 and 2A are air valve chambers. There is no developed access road to the chambers on farmland.	Maintain access and clear vegetation on a regular basis. Inspect chambers and replace valves when required. Consider constructing a gravel access road, within the easement with owner approval, to facilitate access by City operators.	Impacts are anticipated to be minimal and include the following: <ul style="list-style-type: none"> <li>▪ potential localized removal of marginal cultural meadow habitat.</li> <li>▪ potential isolated removals of trees and shrubs for the installation of gravel access road.</li> </ul>
<b>Chambers 3 and 3A</b>	Chambers 3 and 3A are drain valves chambers. The trees are within the City owned	Maintain access and clear vegetation on regular basis.	Impacts are anticipated to be localized within the vicinity of the chambers and include the following:

Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
	easement. There is no developed access road to the chambers on the farmland.	Inspect chambers and replace valves when required.  It is difficult to construct a new access road at this location.	<ul style="list-style-type: none"> <li>▪ removal of trees and shrubs within the deciduous forest community;</li> <li>▪ removal of Candidate Significant Wildlife Habitat;</li> <li>▪ potential erosion and sediment deposition over vegetation and into Medway Creek;</li> <li>▪ potential impacts to Candidate SAR and SAR habitat (i.e., bats, birds, vegetation, herps) associated with deciduous forest community.</li> </ul>
<b>Chambers 4 and 4A</b>	Chambers 4 and 4A are air valve chambers, located near a drainage pond on the Sunningdale Gold Course. There is an access road to this site from Richmond Street.	Maintain access and clear vegetation on regular basis.  Inspect chambers and replace valves when required.	Chambers are located within a golf course. Vegetation removal is limited to anthropogenic mown lawn. Negative impacts to natural heritage features and their functions are not anticipated.
<b>Chambers 5 and 5A</b>	Chambers 5 and 5A are drain chambers located within a Provincially Significant Wetland (PSW). Vegetation is located within the City owned easement. There is a non-paved access path to this site from Richmond Street.	Maintain access. Inspect chambers and replace valves when required.	Chambers are located within a portion of the Arva Moraine Wetland Complex (PSW). Impacts associated with works proposed for Chambers 5 and 5A include: <ul style="list-style-type: none"> <li>▪ partial removal of shallow marsh and thicket swamp communities within the PSW;</li> <li>▪ damage to adjacent vegetation during activities (e.g., trampling, damage to tree trunks/limbs, etc.)</li> <li>▪ erosion and sedimentation of adjacent vegetation during activities with machinery;</li> <li>▪ impacts to local wildlife which use the PSW as habitat (e.g., frogs, snakes, turtles) such as vehicle mortality.</li> </ul>
<b>Chambers 6 and 6A</b>	Chambers 6 and 6A are critical air valve chambers. There is no developed access road to the chambers on farmland.	Maintain access and clear vegetation on a regular basis.  Inspect chambers and replace valves when required.  Consider constructing a gravel access road, within the easement with owner approval, to facilitate access by City operators.	Impacts are anticipated to be localized and minimal within the vicinity of the chambers and include the following: <ul style="list-style-type: none"> <li>▪ partial removal of vegetation within the cultural meadow, cultural thicket, as well as potential removal of individual trees for installation of gravel access road.</li> <li>▪ construction impacts including erosion and sedimentation of adjacent vegetation, harm/harassment to local wildlife such as migratory birds (i.e., incidental take).</li> </ul>
<b>Chambers 7 and 7A</b>	Chambers 7 and 7A are drain valve chambers. There is access to these chambers from Sunningdale Rd.	Maintain access and clear vegetation on regular basis.	<ul style="list-style-type: none"> <li>▪ Partial removal of vegetation within the cultural meadow for installation of gravel access road.</li> <li>▪ Construction impacts including erosion and sedimentation of adjacent vegetation, harm/harassment to local wildlife such as migratory birds (i.e., incidental take).</li> </ul>

Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
		Inspect chambers and replace valves when required.	
<b>Chamber 7SA</b>	Chamber 7SA is an air valve chamber.	Maintain access, inspect the chamber and replace the valve when required.	Marginal removal of vegetation within the cultural meadow for installation of gravel access road. Significant negative impacts are not anticipated.
<b>Sunningdale Road to Fanshawe Park Road</b>			
<b>Twinned transmission mains from Sunningdale Rd. to Fanshawe Park Rd</b>	The twin transmission mains are in a developed area, with several mature trees, hedges and fences within the easement and near the transmission mains. The trees are also within the City owned property.	Recommend reviewing the sites and assess the need to remove trees and other obstacles to reduce risk of damage by tree roots, and to allow for maintenance and/or monitoring access.	Impacts to natural heritage features and their functions are anticipated to be isolated to a few locations within this stretch as most of the land use within this section consists predominately of residential communities. Potential impacts to the Gibbons Wetlands ESA are anticipated to be minor as the transmission line extends along the eastern boundary of this feature. Potential minor impacts to the Gibbons Wetland ESA include: <ul style="list-style-type: none"> <li>▪ removal of edge vegetation (e.g., trees, shrubs, etc.);</li> <li>▪ erosion and sedimentation of adjacent natural heritage features during construction;</li> <li>▪ damage to adjacent vegetation (i.e., trampling or limb/truck damage) during construction;</li> <li>▪ potential removal of confirmed SWH (i.e., eastern wood-pewee), candidate SAR habitat (e.g., bats, etc.) and Candidate SWH;</li> <li>▪ impacts to local wildlife including potential for incidental take and harm to local frogs, toads, snakes and turtles (i.e., vehicle mortality) during vegetation clearing activities.</li> </ul>
<b>Chambers 8 and 8A</b>	Chambers 8 and 8A are air valve chambers located in a park like setting with mature trees and vegetation near the chambers.	Maintain access, inspect chambers and replace valves when required.	Potential impacts are minor and limited to potential removal of isolated residential trees.
<b>Chambers 9 and 9A</b>	Chamber 9 is an air and drain valve chamber with a check valve, and chamber 9A is an air valve chamber. Chambers are located at Uplands Trail Park next to Fanshawe Park Rd. This area is accessible to the City and the general public.	Maintain access, inspect chambers and replace valves when required. Consider constructing fencing or adding removable barricade or bollards to protect City infrastructure and prevent the public from parking on top of the chamber covers.	Impacts associated with vegetation clearing for access to chambers is considered marginal as these chambers are located within municipally owned trail with limited natural vegetation.
<b>Fanshawe Park Road to Huron Street</b>			

Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
<p><b>Single transmission main from Fanshawe Park Rd. to Huron St.</b></p>	<p>The transmission main is located in a highly developed area, with several mature trees, hedges and fences within the easement and near the transmission main. There are several manmade and natural obstacles near or on top of the transmission main and the valve chambers within the easement. Some areas have limited or no direct access by City crews or their representatives.</p>	<p>Depending on the area, it is recommended to review the site and assess the need to remove trees and other obstacles to reduce risk of damage by tree roots, and to allow for maintenance and/or monitoring access.</p> <p>New gates or removable fence sections in existing fencing are required in some areas to allow for chamber access.</p>	<p>Impacts to natural heritage features and their functions are anticipated to be isolated to a few locations within this stretch as most of the land use consists of residential communities. Potential impacts to Significant Woodlands, Woodlands and the Thames River include the following:</p> <ul style="list-style-type: none"> <li>▪ removal of vegetation (e.g., trees, shrubs, etc.);</li> <li>▪ erosion and sedimentation of adjacent natural heritage features during construction;</li> <li>▪ damage to adjacent vegetation (i.e., trampling or limb/truck damage) during construction;</li> <li>▪ partial removal of Significant Woodland and Woodlands and associated potential SAR habitat and Candidate Significant Wildlife Habitat; and</li> <li>▪ impacts to local wildlife including potential for incidental take and harm to local frogs, toads, snakes and turtles (i.e., vehicle mortality) during vegetation clearing activities.</li> </ul>
<p><b>Chamber 10</b></p>	<p>The transmission main enters and exists several properties: 27 Shetland Cres., 18 Shetland Cres., 186, and 190 Sunnyside Drive. Several manmade and natural obstacles such as playsets, sheds, fencing, concrete pads, trees and shrubs are on top of the transmission main within the City's easement. Chamber 10 is a drain chamber located on 186 Sunnyside Drive property. There is access to this chamber for inspections and repairs through the homeowner's fence. There is a large playset and a shed near the chamber and the transmission main. The City owns an easement next to this property as shown on the Figure.</p>	<p>The drain chamber is a low spot in the transmission main and would cause major damage to property and infrastructure in case of damage or a break in the line, or the valve in this location. The City is considering abandoning this chamber and constructing an alternative on Shetland Crescent, or Sunnyside Drive. In the meantime, it's highly recommended to remove all obstacles within the easement around the chamber. There is an existing maintenance easement to access the property from Sunnyside Drive, and a small gate into the property. It's recommended to widen the gate to allow for City maintenance trucks to enter the property when</p>	<p>Impacts are limited to potential removal of individual trees within the residential property and are considered to be minor.</p>

Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
		required for repairs. Recommend installing gates or removable fence sections for rapid access to the easement when required where the pipeline enters and exits these properties	
<b>Chamber 10A</b>	Transmission main continues between Doon Dr. and Windermere Rd. through several properties on Orkney Cres., and Windermere Rd.: 127,131,139, 143, 147, 151, 155, 159, 163, 167, 171, 175, 179 Orkney Cres., and 542 Windermere Rd. Chamber 10A is an air release chamber located on 163 Orkney Cres. The City owns an easement on the property to access the chamber going through the south end of the property.	Recommend removing all obstacles around the chamber within the easement and widen the existing gate in the fencing for the 163 Orkney Cres. property, where Chamber 10A is located to allow City maintenance trucks to enter the property when required for repairs.	Potential impacts are limited to potential removal of individual trees within the residential property and are considered negligible.
<b>Chamber 11</b>	Chamber 11 is an air and drain valve chamber with access through Scouts Canada.	Recommend removing all obstacles around the chamber within the easement and continue to inspect and maintain the valves and chamber.	Impacts associated with repair/maintenance of Chamber 11 are limited to minor tree removals along the existing pathway.
<b>Chambers 12 and 12A</b>	Chamber 12 is a drain valve chamber, and Chamber 12A is an air valve chamber with access from the trail system behind St. Peter's Seminary through City parks. A short section of the main enters and exists the north end corner of the property on 430 Huron Street. This area is relatively dense with mature trees and close to the City parks.	Chambers are within City owned lands and the easement and can be accessed without the need to access private property. Recommend maintaining access and clearing vegetation on regular basis. Inspect chambers and replace valves when required. Where the main enters the property on 430 Huron Street, the City should consider obtaining a working easement in that section	Chambers are located within a portion of the Significant Woodlands south of the Thames River. Potential impacts associated with repair/maintenance activities include: <ul style="list-style-type: none"> <li>▪ localized removal of the small portion of FOD7 community within the Significant Woodland;</li> <li>▪ FOD7 identified as Candidate SAR habitat and Candidate SWH;</li> <li>▪ damage to adjacent vegetation during activities (e.g., trampling, damage to tree trunks/limps, etc.);</li> <li>▪ erosion and sedimentation of adjacent vegetation and watercourse during activities with machinery; and</li> <li>▪ potential for construction impacts to local wildlife including harm/harassment of migratory bird (i.e.,</li> </ul>



Pipe / Chamber ID	Site Condition	Repair/Maintenance Recommendations	Potential Impacts
		to facilitate any repairs to the main. The City can access that section of the main from the east through City owned parks.	incidental take) and local herpetofauna (i.e., turtles, snakes, frogs and toads).
<b>Chamber 13</b>	Chamber 13 is a drain and a distribution chamber with unobstructed access to City staff.	Chamber is within City ROW and easement and can be accessed without the need to access private property. This chamber will be replaced in 2021.	Minimal impacts anticipated and may include: <ul style="list-style-type: none"> <li>▪ localized tree and vegetation removal within the Significant Woodland (FOD5-1 community);</li> <li>▪ minor loss in potential Candidate SAR and Candidate SWH;</li> <li>▪ damage to adjacent vegetation during activities (e.g., trampling, damage to tree trunks/limbs, etc.);</li> <li>▪ erosion and sedimentation of adjacent vegetation and watercourse during activities with machinery; and</li> <li>▪ potential for construction impacts to local wildlife including harm/harassment of migratory bird (i.e., incidental take) and local herpetofauna (i.e., turtles, snakes, frogs and toads).</li> </ul>

Presently, there are no in-water works anticipated for repair and maintenance activities for the transmission main. Impacts to watercourses and water features are limited to potential erosion and sedimentation as a result of machinery use within riparian areas.

Overall, impacts associated with the repairs and maintenance of the existing transmission main are localized within the existing easement and can be largely mitigated through the implementation of appropriate construction mitigation and environmental management recommendations. These recommendations are summarized in **Section 5** below.

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## 5. Environmental Management Recommendations

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Due to the nature of the proposed activities and lack of access to portions of the Study Area, a comprehensive assessment of impacts could not be completed. The following environmental management recommendations outline a precautionary approach to reduce the potential for negative impacts as a result of the proposed maintenance and/or repair activities. The following summarizes the environmental management recommendations for the Arva Pumping Station to Huron Street Water Transmission Line.

1. Where proposed activities fall within the UTRCA's Regulation Limits (e.g., the Arva Moraine Complex PSW, Medway Creek and riparian areas, and the Gibbons Wetland ESA), a Section 28 permit (under O.Reg. 157/06 the Development Interference with Wetlands and Alteration to Watercourses and Shoreline Regulation) may be required. Consultation with the UTRCA should be completed to determine permitting requirements.
2. Should proposed activities be required within or adjacent to natural heritage features, a qualified Ecologist should be retained to complete a pre-clearance survey 24 hours before construction activities, to identify potential impacts to significant/sensitive species or habitat.
3. To limit the amount of removals and disturbance to natural heritage features and their functions, the area of disturbance should be limited to as small an area as possible.
4. An Erosion and Sediment Control Plan (ESC) should be developed that includes the installation of appropriate sediment and erosion control measures such as silt fencing and haybale check dams prior to construction activities.

All vegetation removal required for maintenance/repair activities should occur outside of applicable sensitive timing windows including the breeding bird nesting period (**April 1 to August 31**), bat roosting season (**March 31 to September 1**) and turtle overwintering (where works are proposed within shallow water wetlands; **October to April**).

5. A detailed **Construction Mitigation and Monitoring Plan (CMMP)** should be developed in advance of the proposed activities and should incorporate mitigation measures identified herein. The CMMP should include the following:
  - a. A Species at Risk and Wildlife Handling Protocol;
  - b. An Invasive Plant Management Plan which incorporates recommendations within the London Invasive Plant Management Strategy (City of London 2017). The Invasive Plant Management Plan should target management of invasive species commonly known throughout the Study Area, including, but not limited to common buckthorn (*Rhamnus cathartica*) and glossy buckthorn (*Frangula alnus*). Any phragmites (*Phragmites australis*) observed within the area of impact should be treated in advance of construction following the *Invasive Phragmites (Phragmites australis) Best Management Practices in Ontario* (2020);
  - c. Erosion and Sediment Control Plan; and
  - d. The Clean Equipment Protocol for Industry (Halloran *et al.* 2013)
6. Where works are required within wetland communities, including the Arva Moraine Complex PSW and the Gibbons Wetland ESA, it is anticipated that a fish and/or wildlife rescue may be required in advance of the proposed activities to avoid contravention of the *Fish and Wildlife Act*. A Licence to Collect Fish and/or a Wildlife Collectors Authorization will be required in advance of any fish and wildlife rescue.

7. Where work is required within or immediately adjacent to significant natural heritage features (i.e., Significant Woodlands, Provincially Significant Wetlands, SAR habitat and/or SWH), environmental monitoring of repair and maintenance activities should be conducted to identify potential negative impacts and provide additional mitigation recommendations.
8. If activities are required to occur below the high-water mark (i.e., the 1:2 year return event) for a watercourse, a qualified fisheries biologist should screen the project to determine if a Request for Review (RfR) should be submitted to the Department of Fisheries and Oceans (DFO) to initiate regulatory review under the *Fisheries Act*. During regulatory review, DFO may decide to issue a Letter of Advice or require an Authorization under the *Fisheries Act*. During regulatory review, DFO may also require additional mitigation measures, or in the case of an Authorization, require offsetting for the potential impacts to fish and fish habitat.
9. The proposed maintenance and/or repair activities for the existing water transmission main fall within the Health and Safety projects under the Endangered Species Act (i.e., repair of water systems). Should impacts to SAR and SAR habitat be identified, registration of the activity and the affected species with the Ministry of Environment, Conservation and Parks (MECP) will be required. Additionally, a mitigation plan which outlines steps to minimize effects on SAR and SAR habitat would also be required.
10. Consideration should be given to the restoration of disturbed areas where feasible (it is anticipated that some areas will remain cleared for accessibility purposes). A Planting Plan for post-construction activities should be considered and include plantings of native trees, shrubs, forbs, grasses and sedges with the intent to enhance adjacent natural heritage features. In areas where removals were required with SAR habitat or SWH, restoration should include suitable plantings to support these habitats (e.g., common milkweed (*Asclepias syriaca*) plantings to support Monarch).

With the implementation of the above environmental management recommendations, it is anticipated that the majority of impacts to natural heritage features can be avoided or significantly reduced.

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## 6. Conclusion

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The Arva Pumping Station to Huron Street Water Transmission Main Environmental Impact Study, documented herein, provides an assessment of potential impacts to natural heritage features identified within the Natural Heritage Summary Report (AECOM 2021b). This EIS was completed in accordance with the City of London's requirements for an EIS and provides environmental management recommendations which will avoid or reduce negative impacts to natural heritage features and their functions.

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## 7. References

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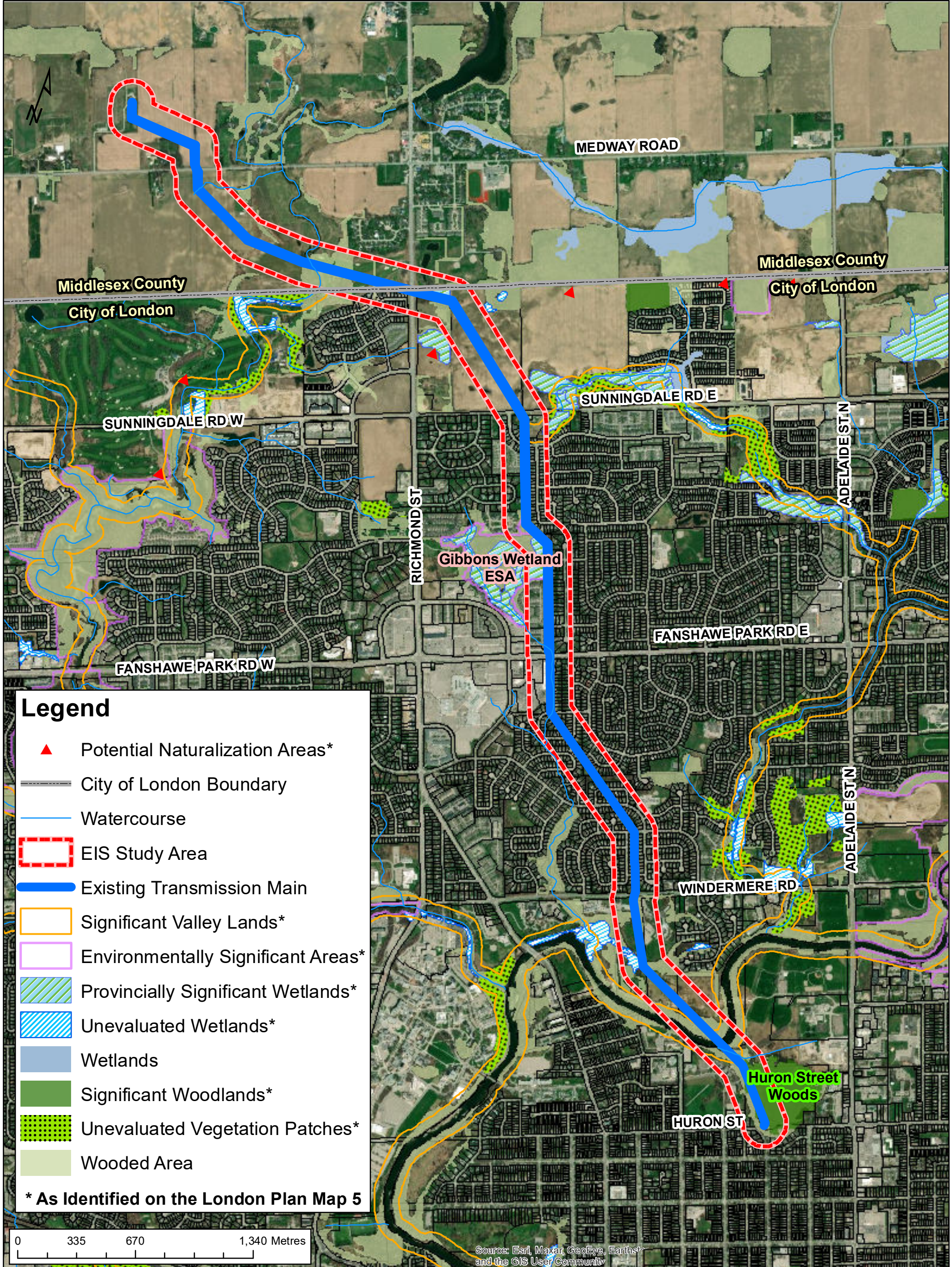
Ontario Ministry of Natural Resources and Forestry (MNRF), 2015: Significant Wildlife Habitat Criteria Schedules for Ecoregion 7E. January 2015.



# Appendix **A**

## Figures

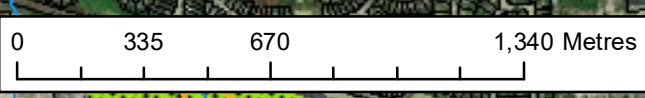
- Figure 1. Study Area and Surrounding Land Use
- Figure 2a, 2b & 2c. Natural Heritage Features
- Figure 3a, 3b & 3c. Potential Impact Assessment



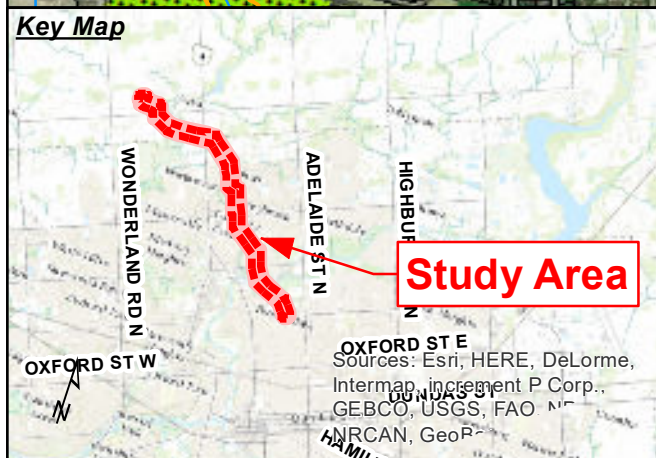
**Legend**

- ▲ Potential Naturalization Areas\*
- City of London Boundary
- Watercourse
- ▭ EIS Study Area
- Existing Transmission Main
- ▭ Significant Valley Lands\*
- ▭ Environmentally Significant Areas\*
- ▨ Provincially Significant Wetlands\*
- ▨ Unevaluated Wetlands\*
- ▭ Wetlands
- ▭ Significant Woodlands\*
- ▨ Unevaluated Vegetation Patches\*
- ▭ Wooded Area

\* As Identified on the London Plan Map 5



Source: Esri, Maxar, GeoEye, Earthstar and the GIS User Community



**City of London  
Environmental Impact Study: Arva Pumping  
Station to Huron Street Water Transmission  
Main Municipal Class Environmental  
Assessment Master Plan**

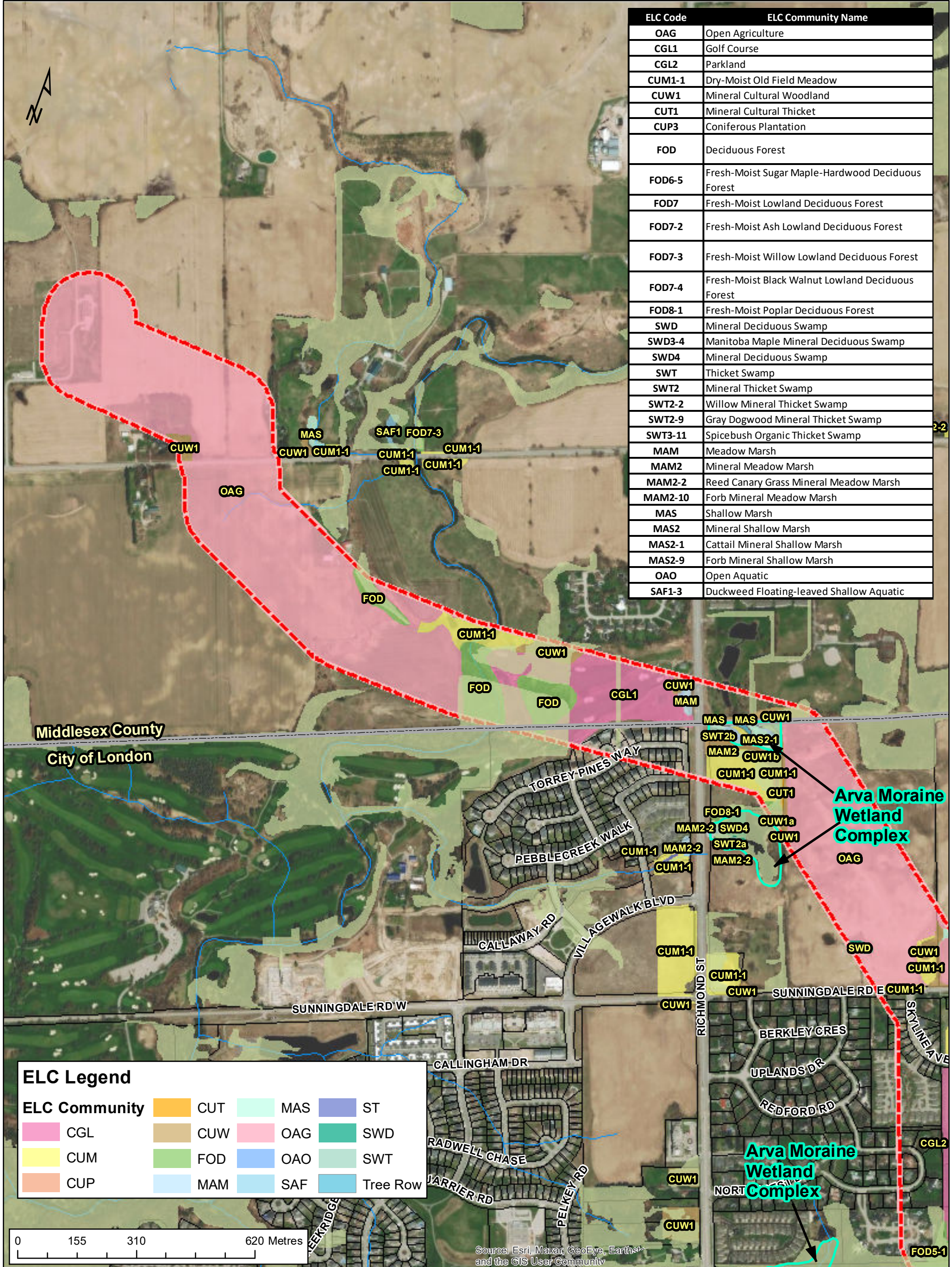
<b>Figure 1: Study Area and Surrounding Land Use</b>		
Date: March 2021	PN: 60619503	Datum: NAD83 UTM17 Source: City of London



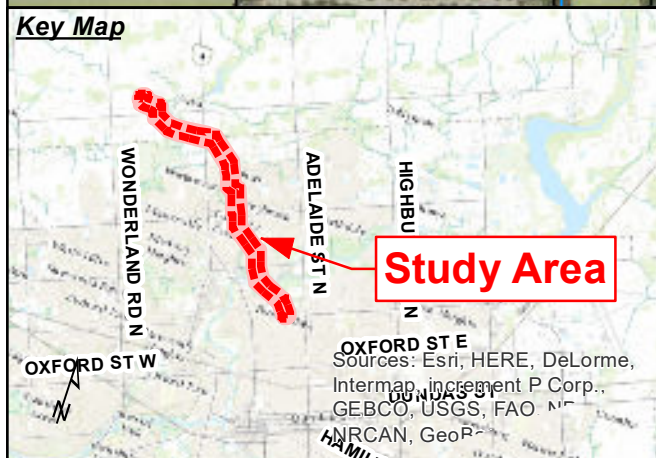
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ELC Code	ELC Community Name
OAG	Open Agriculture
CGL1	Golf Course
CGL2	Parkland
CUM1-1	Dry-Moist Old Field Meadow
CUW1	Mineral Cultural Woodland
CUT1	Mineral Cultural Thicket
CUP3	Coniferous Plantation
FOD	Deciduous Forest
FOD6-5	Fresh-Moist Sugar Maple-Hardwood Deciduous Forest
FOD7	Fresh-Moist Lowland Deciduous Forest
FOD7-2	Fresh-Moist Ash Lowland Deciduous Forest
FOD7-3	Fresh-Moist Willow Lowland Deciduous Forest
FOD7-4	Fresh-Moist Black Walnut Lowland Deciduous Forest
FOD8-1	Fresh-Moist Poplar Deciduous Forest
SWD	Mineral Deciduous Swamp
SWD3-4	Manitoba Maple Mineral Deciduous Swamp
SWD4	Mineral Deciduous Swamp
SWT	Thicket Swamp
SWT2	Mineral Thicket Swamp
SWT2-2	Willow Mineral Thicket Swamp
SWT2-9	Gray Dogwood Mineral Thicket Swamp
SWT3-11	Spicebush Organic Thicket Swamp
MAM	Meadow Marsh
MAM2	Mineral Meadow Marsh
MAM2-2	Reed Canary Grass Mineral Meadow Marsh
MAM2-10	Forb Mineral Meadow Marsh
MAS	Shallow Marsh
MAS2	Mineral Shallow Marsh
MAS2-1	Cattail Mineral Shallow Marsh
MAS2-9	Forb Mineral Shallow Marsh
OAO	Open Aquatic
SAF1-3	Duckweed Floating-leaved Shallow Aquatic



ELC Legend			
ELC Community	CUT	MAS	ST
CGL	CUW	OAG	SWD
CUM	FOD	OAO	SWT
CUP	MAM	SAF	Tree Row



**City of London  
Environmental Impact Study: Arva Pumping  
Station to Huron Street Water Transmission  
Main Municipal Class Environmental  
Assessment Master Plan**

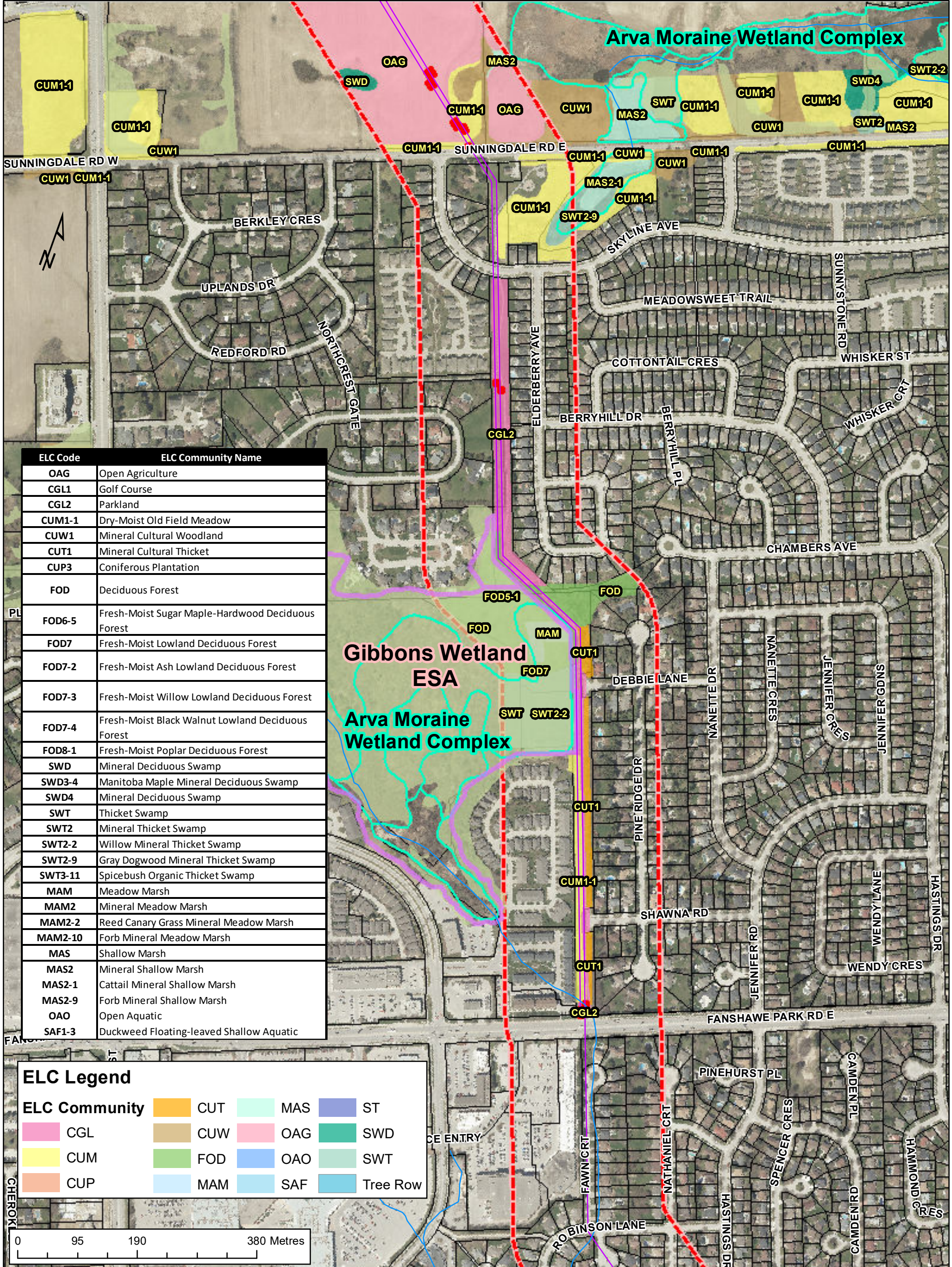
City of London Boundary	Wooded Area
Environmentally Significant Areas	EIS Study Area
Significant Woodlands	
Provincially Significant Wetlands	

**Figure 2a:  
Natural Heritage  
Existing Conditions**

Date: March 2021	PN: 60619503	Datum: NAD83 UTM17 Source: City of London
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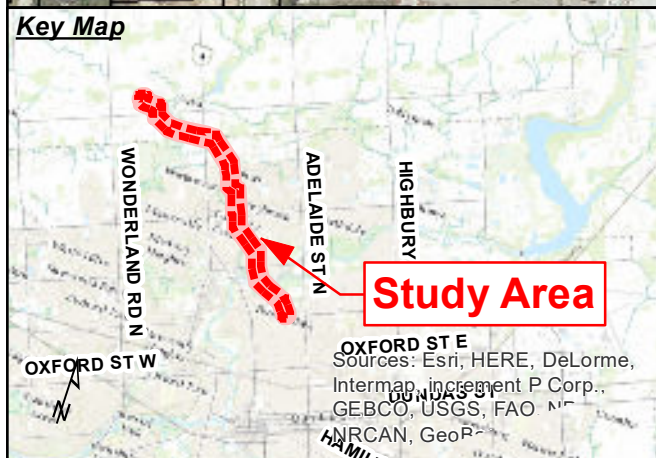
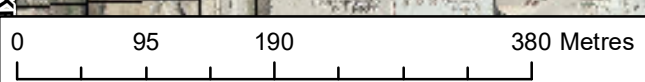
**AECOM**

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CUW1	Mineral Cultural Woodland
CUT1	Mineral Cultural Thicket
CUP3	Coniferous Plantation
FOD	Deciduous Forest
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SWD	Mineral Deciduous Swamp
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SWD4	Mineral Deciduous Swamp
SWT	Thicket Swamp
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SWT2-2	Willow Mineral Thicket Swamp
SWT2-9	Gray Dogwood Mineral Thicket Swamp
SWT3-11	Spicebush Organic Thicket Swamp
MAM	Meadow Marsh
MAM2	Mineral Meadow Marsh
MAM2-2	Reed Canary Grass Mineral Meadow Marsh
MAM2-10	Forb Mineral Meadow Marsh
MAS	Shallow Marsh
MAS2	Mineral Shallow Marsh
MAS2-1	Cattail Mineral Shallow Marsh
MAS2-9	Forb Mineral Shallow Marsh
OAO	Open Aquatic
SAF1-3	Duckweed Floating-leaved Shallow Aquatic

ELC Legend			
ELC Community	CUT	MAS	ST
CGL	CUW	OAG	SWD
CUM	FOD	OAO	SWT
CUP	MAM	SAF	Tree Row



### City of London Environmental Impact Study: Arva Pumping Station to Huron Street Water Transmission Main Municipal Class Environmental Assessment Master Plan

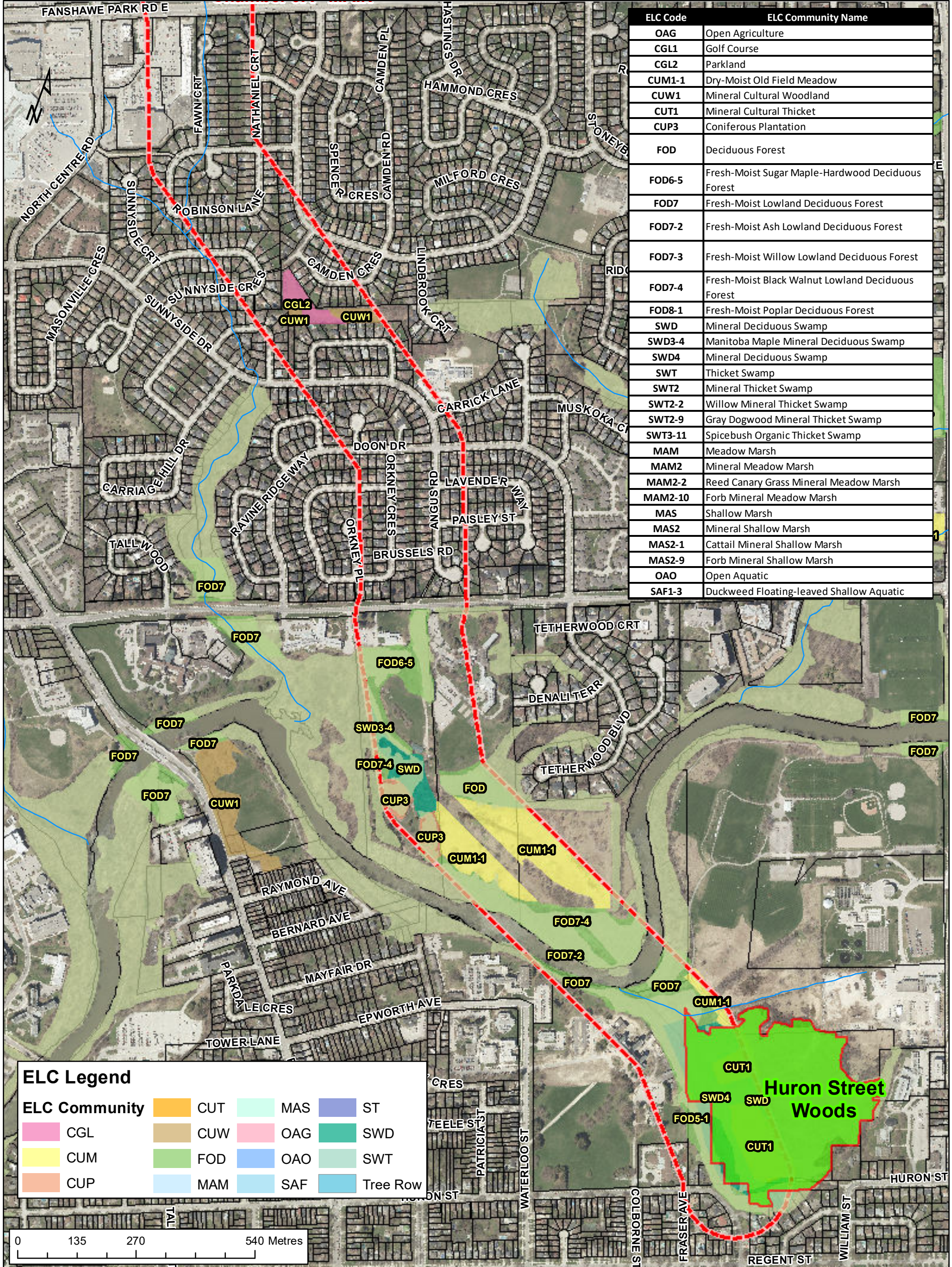
City of London Boundary	Wooded Area
Environmentally Significant Areas	EIS Study Area
Significant Woodlands	
Provincially Significant Wetlands	

**Figure 2b:  
Natural Heritage  
Existing Conditions**

Date: March 2021  
 PN: 60619503  
 Datum: NAD83 UTM17  
 Source: City of London



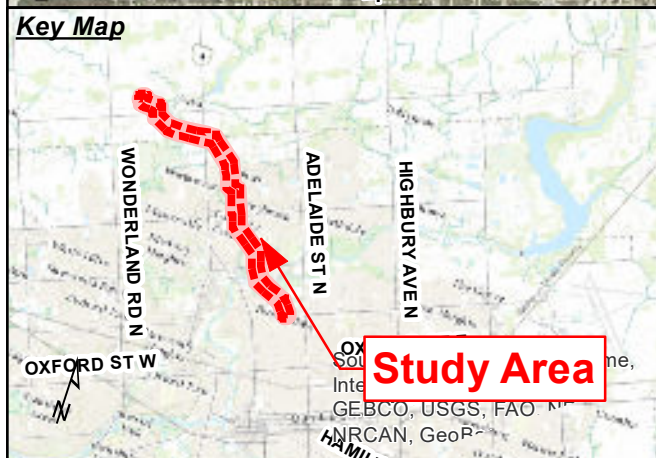
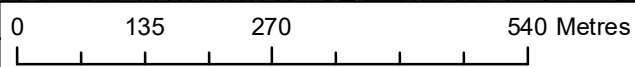
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MAM	Meadow Marsh
MAM2	Mineral Meadow Marsh
MAM2-2	Reed Canary Grass Mineral Meadow Marsh
MAM2-10	Forb Mineral Meadow Marsh
MAS	Shallow Marsh
MAS2	Mineral Shallow Marsh
MAS2-1	Cattail Mineral Shallow Marsh
MAS2-9	Forb Mineral Shallow Marsh
OAO	Open Aquatic
SAF1-3	Duckweed Floating-leaved Shallow Aquatic

**ELC Legend**

ELC Community	
CUT	MAS
ST	SWD
CGL	CUW
OAG	SWT
CUM	FOD
OAO	Tree Row
CUP	MAM
SAF	



**City of London  
Environmental Impact Study: Arva Pumping  
Station to Huron Street Water Transmission  
Main Municipal Class Environmental  
Assessment Master Plan**

City of London Boundary	Wooded Area
Environmentally Significant Areas	EIS Study Area
Significant Woodlands	
Provincially Significant Wetlands	

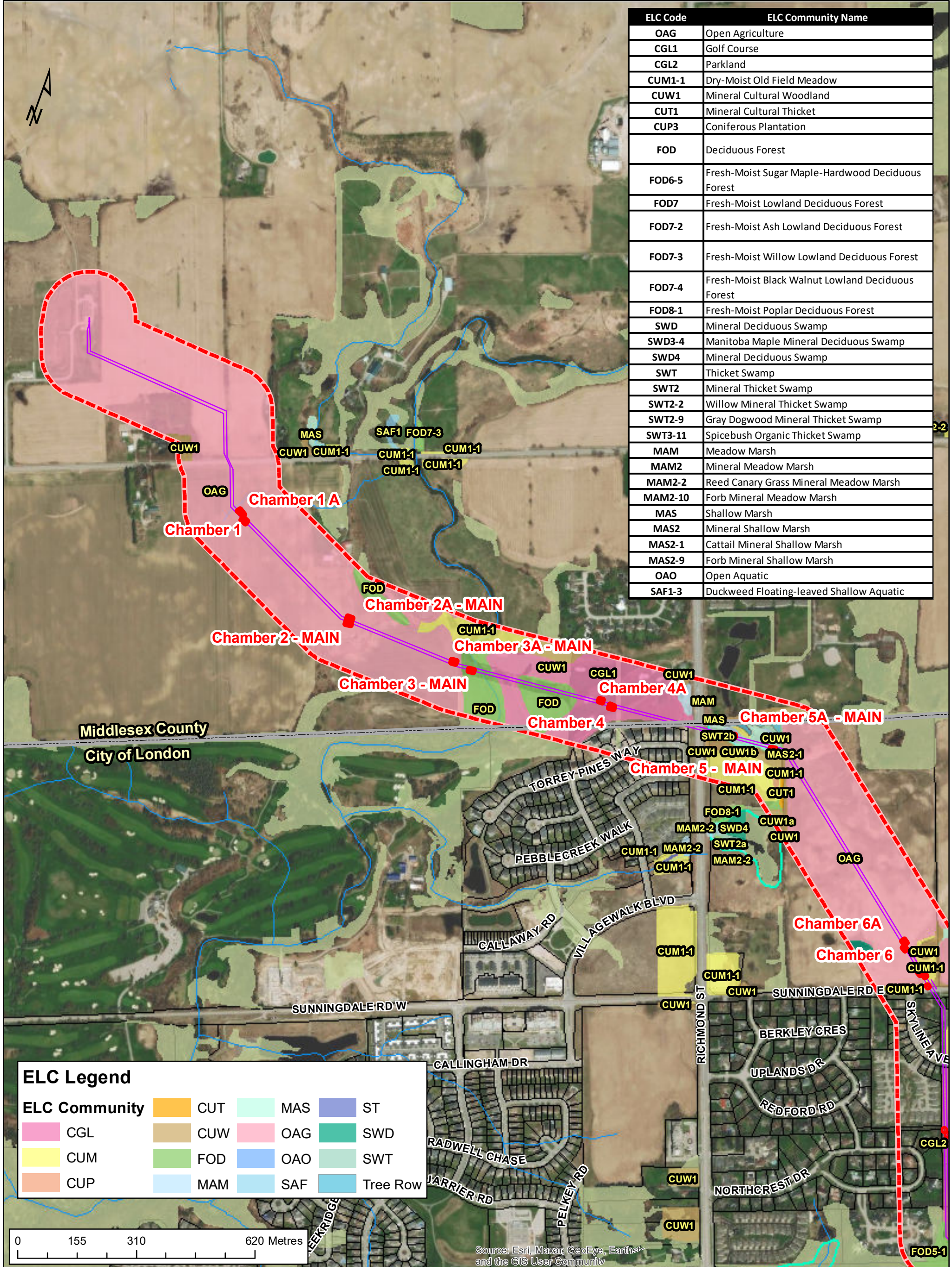
**Figure 2c:  
Natural Heritage  
Existing Conditions**

Date: March 2021  
 PN: 60619503  
 Datum: NAD83 UTM17  
 Source: City of London



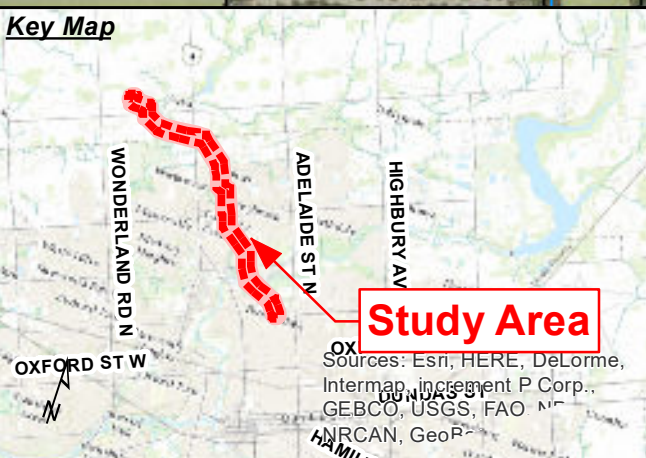
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MAS2-9	Forb Mineral Shallow Marsh
OAO	Open Aquatic
SAF1-3	Duckweed Floating-leaved Shallow Aquatic



**ELC Legend**

ELC Community	Color	ELC Community	Color	ELC Community	Color
CUT	Orange	MAS	Light Green	ST	Blue
CGL	Pink	CUW	Brown	SWD	Dark Green
CUM	Yellow	FOD	Light Green	SWT	Light Green
CUP	Light Orange	MAM	Light Blue	Tree Row	Light Blue
		SAF	Light Blue		
		OAG	Pink		
		OAO	Light Blue		



**City of London  
Environmental Impact Study: Arva Pumping  
Station to Huron Street Water Transmission  
Main Municipal Class Environmental  
Assessment Master Plan**

**Legend**

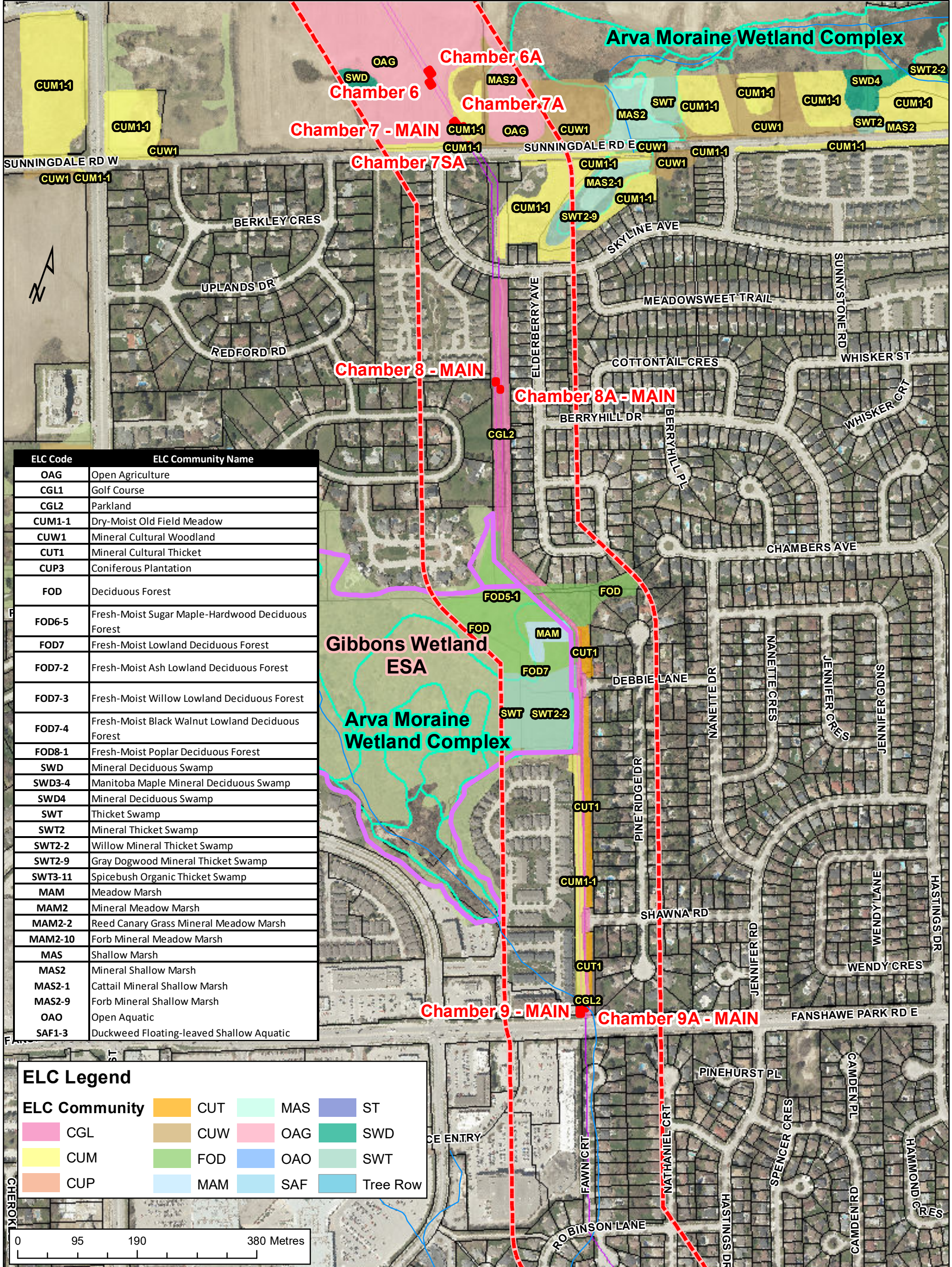
Existing Transmission Main	Existing Valve Chambers
Watercourse	Significant Woodlands
City of London Boundary	Provincially Significant Wetlands
EIS Study Area	Wooded Area

**Figure3a:  
Potential Impact  
Assessment**

Date: March 2021	PN: 60619503	Datum: NAD83 UTM17 Source: City of London
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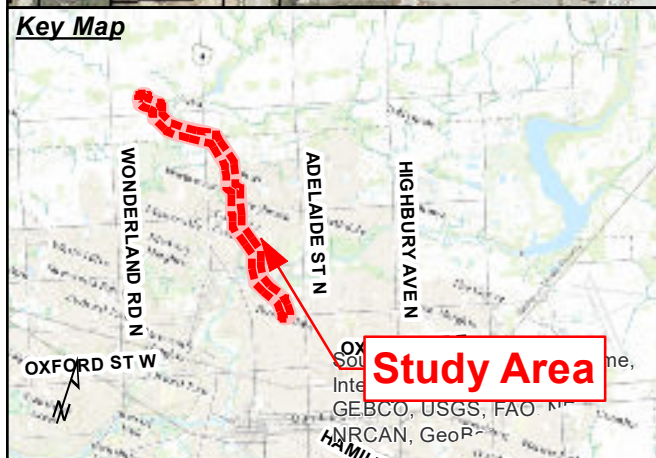
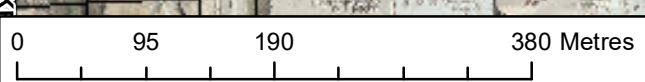
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ELC Legend			
ELC Community	CUT	MAS	ST
CGL	CUW	OAG	SWD
CUM	FOD	OAO	SWT
CUP	MAM	SAF	Tree Row



**City of London  
Arva to Huron Transmission Main  
Municipal Class Environmental Assessment**

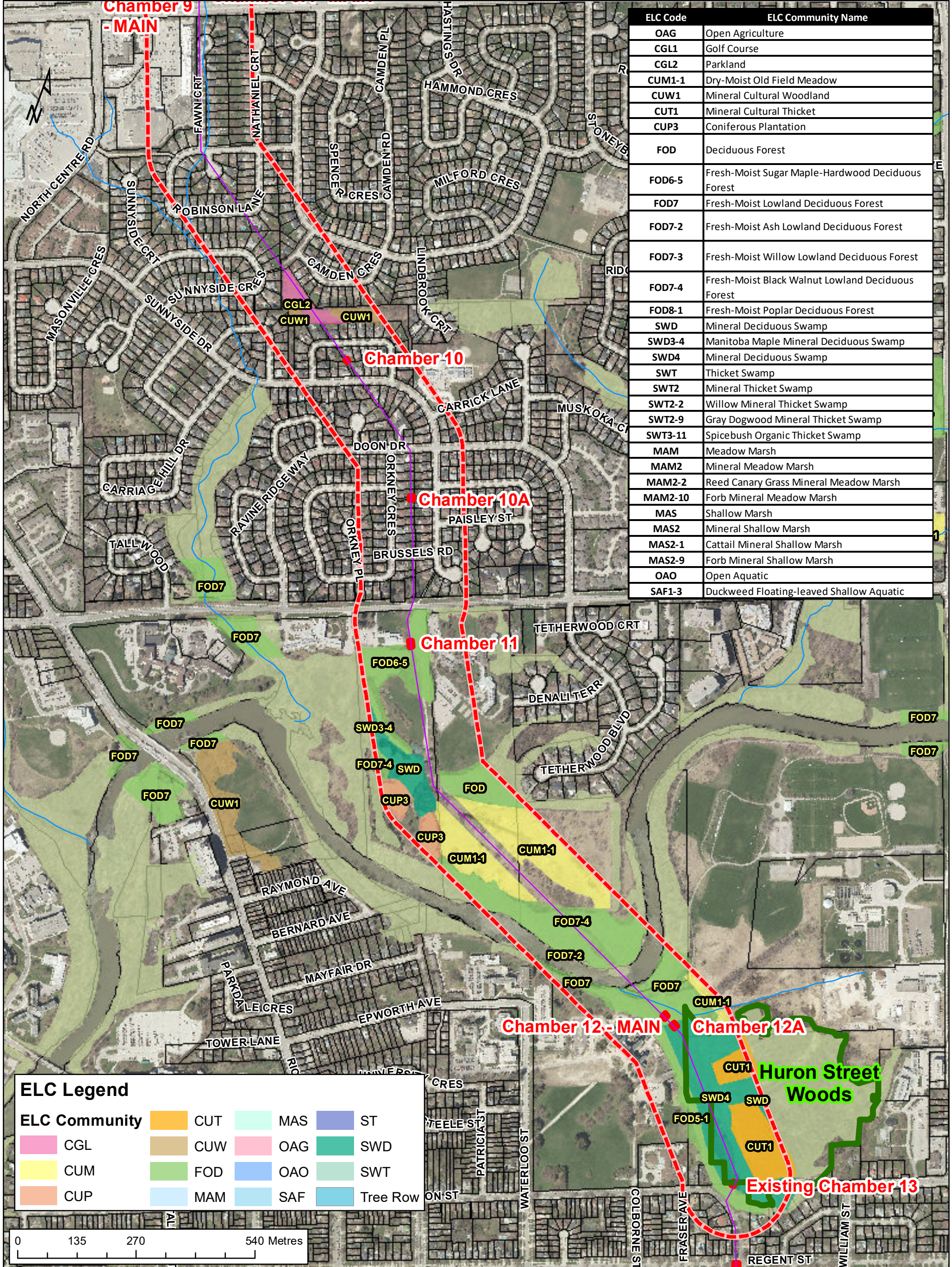
Legend	
Existing Transmission Main	Significant Woodlands
Watercourse	Provincially Significant Wetlands
Existing Valve Chambers	Wooded Area
EIS Study Area	Environmentally Significant Area

**Figure 3b:  
Potential Impact  
Assessment**

Date: March 2021  
 PN: 60619503  
 Datum: NAD83 UTM17  
 Source: City of London

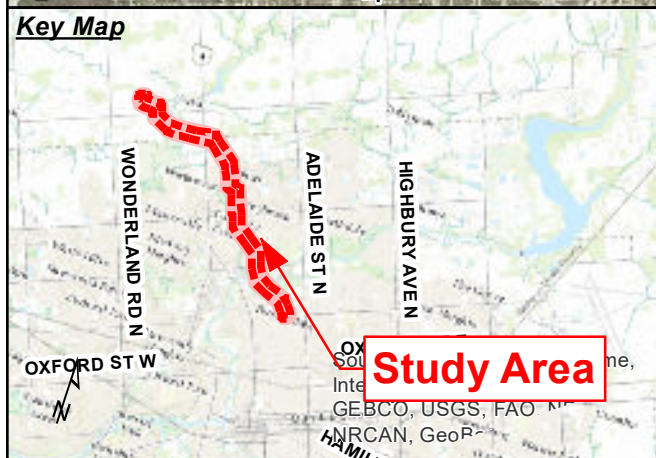
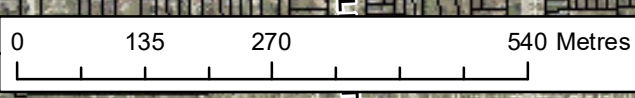


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ELC Legend			
ELC Community			
CUT	MAS	ST	
CGL	CUW	OAG	SWD
CUM	FOD	OAO	SWT
CUP	MAM	SAF	Tree Row



**City of London  
Environmental Impact Study: Arva Pumping Station to Huron Street Water Transmission  
Main Municipal Class Environmental Assessment Master Plan**

**Legend**

- Existing Transmission Main
- Watercourse
- Existing Valve Chambers
- EIS Study Area
- Significant Woodlands
- Provincially Significant Wetlands
- Wooded Area

**Figure 3c:  
Potential Impact Assessment**

Date: March 2021  
 PN: 60619503  
 Datum: NAD83 UTM17  
 Source: City of London

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# Environmental and Ecological Planning Advisory Committee

## Report

The 3rd Meeting of the Environmental and Ecological Planning Advisory Committee  
April 15, 2021

2021 Meeting - Virtual Meeting during the COVID-19 Emergency

Please check the City website for current details of COVID-19 service impacts.

Meetings can be viewed via live-streaming on YouTube and the City website

Attendance                      PRESENT: S. Levin (Chair), E. Arellano, I. Arturo, L. Banks, A. Bilson Darko, A. Boyer, S. Esan, P. Ferguson, L. Grieves, S. Hall, S. Heuchan, J. Khan, B. Krichker, B. Samuels, S. Sivakumar, R. Trudeau and I. Whiteside and H. Lysynski (Committee Clerk)  
ABSENT: A. Cleaver and I. Mohamed, K. Moser and M. Wallace  
ALSO PRESENT: G. Barrett, C. Creighton, M. Fabro, J. MacKay, B. Page, C. Saunders and E. Williamson

The meeting was called to order at 5:02 PM

### 1. Call to Order

#### 1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

### 2. Consent

#### 2.1 2nd Report of the Environmental and Ecological Planning Advisory Committee

That it BE NOTED that the 2nd Report of the Environmental and Ecological Planning Advisory Committee, from its meeting held on March 18, 2021, was received.

#### 2.2 Municipal Council Resolution - 1st Report of the Environmental and Ecological Planning Advisory Committee

That it BE NOTED that the Municipal Council resolution adopted at its meeting held on March 23, 2021, with respect to the 1st Report of the Environmental and Ecological Planning Advisory Committee, was received.

### 3. Sub-Committees and Working Groups

#### 3.1 3095 Bostwick Road

That the 3095 Bostwick Road Working Group comments, appended to the Environmental and Ecological Planning Advisory Committee Agenda, BE FORWARDED to the Civic Administration for consideration.

### 4. Items for Discussion

#### 4.1 Bryon Gravel Pit - Bank Swallows

That it BE NOTED that a general discussion was held with respect to the bank swallows in the Byron Gravel Pit and the future land use plans of the Byron Gravel Pit; it being noted that the Environmental and Ecological

Planning Advisory Committee reviewed and received communications from B. Samuels and Dr. L. Grieves, with respect to this matter.

4.2 Environmentally Significant Areas Management

That it BE NOTED that the Environmental and Ecological Planning Advisory Committee (EEPAC) held a general discussion with respect to managing Environmentally Significant Areas; it being noted that the EEPAC reviewed and received a communication from S. Levin, with respect to this matter.

4.3 Notice of Application - 415 Oxford Street West

That it BE NOTED that the Notice of Planning Application, dated April 1, 2021, from J. Hall, Planner II, with respect to Official Plan Amendments for the property located at 415 Oxford Street West, was received.

4.4 Notice of Application - Encouraging the Growth of Food in Urban Areas - City-wide

That it BE NOTED that the Notice of Planning Application for Official Plan and Zoning By-law Amendments, dated March 31, 2021, from C. Parker, Senior Planner, relating to encouraging the growth of food in urban areas, was received.

4.5 Invasive Species Management Update and Funding Plan

That it BE NOTED that the Environmental and Ecological Planning Advisory Committee held a general discussion with respect to the City of London Invasive Species Management Update and Funding Plan; it being noted that the EEPAC reviewed and received a staff report dated March 30, 2021, by S. Stafford, Managing Director - Parks and Recreation, with respect to this matter.

4.6 Addition of a Pathway within buffer/ESA - 1697, 1738 & 1742 Hamilton Road and 1990 Commissioners Road East

That, the Civic Administration BE REQUESTED to consult with the Environmental and Ecological Planning Advisory Committee (EEPAC) on the location of the proposed pathway from the storm pond to White's Bridge; it being noted that the EEPAC reviewed and received mapping from S. Levin, with respect to this matter.

**5. Adjournment**

The meeting adjourned at 6:23 PM.





P.O. Box 5035  
300 Dufferin Avenue  
London, ON  
N6A 4L9

**London**  
CANADA

May 5, 2021

B. Page, Manager  
Development Services

L. Mottram, Senior Planner  
Development Services

I hereby certify that the Municipal Council, at its meeting held on May 4, 2021 resolved:

That, the following actions be taken with respect to the 3rd Report of the Environmental and Ecological Planning Advisory Committee, from its meeting held on April 15, 2021:

- a) the 3095 Bostwick Road Working Group comments, appended to the Environmental and Ecological Planning Advisory Committee Agenda, BE FORWARDED to the Civic Administration for a consideration
- b) the Civic Administration BE REQUESTED to consult with the Environmental and Ecological Planning Advisory Committee (EEPAC) on the location of the proposed pathway from the storm pond to White's Bridge; it being noted that the EEPAC reviewed and received mapping from S. Levin, with respect to this matter;
- c) the Civic Administration BE REQUESTED to report back at a future Planning and Environment Committee meeting with respect to the feasibility of continuing with the homeowner education package as part of Special Provisions or to replace it with a requirement to post descriptive signage describing the adjacent natural feature; it being noted that the Environmental and Ecological Planning Advisory Committee (EEPAC) was asked to undertake research on best practices of other municipalities to assist in determining the best method(s) of advising new residents as to the importance of and the need to protect, the adjacent feature; and,
- d) clauses 1.1, 2.1, 2.2, 4.1 to 4.5, inclusive, BE RECEIVED for information;

it being noted that the Planning and Environment Committee heard a verbal delegation from S. Levin and reviewed and received aerial maps relating to these matters.  
(3.1/7/PEC)

C. Saunders  
City Clerk  
/eb

cc: Chair and Members, Environmental and Ecological Planning Advisory Committee  
Planning and Environment Committee Deferred List



P.O. Box 5035  
300 Dufferin Avenue  
London, ON  
N6A 4L9

May 5, 2021

C. Saunders  
City Clerk

I hereby certify that the Municipal Council, at its meeting held on May 4, 2021 resolved:

That, on the recommendation of the City Clerk, the following actions be taken with respect to the current Advisory Committee appointments:

- a) the current term for the City of London Advisory Committee appointments BE EXTENDED, until December 31, 2021;
- b) additional appointments BE MADE for the identified Advisory Committees, whose voting membership is well below that number identified in each of the respective Terms of Reference;
- c) the following BE APPOINTED as Voting Member at Large for the term ending December 31, 2021:
  - i) Accessibility Advisory Committee (Requires up to 4 Members of which a minimum of 1 must have a disability)
    - Bonnie Quesnel
    - Dianne Haggerty
    - Jill Teeple
    - Katya Pereyaslavskaya
  - ii) Cycling Advisory Committee (Requires up to 4 Members at Large)
    - Marieke Mur
    - Trevor Wade
    - Irina Chulkova
    - Dan Doroshenko
  - iii) Diversity, Inclusion and Anti-Oppression Advisory Committee (Requires up to 7 Members at Large)
    - Melissa Alder
    - Hetham Hani Jamel Abu Kakry
    - Nour Al-Farawi
    - Wajdi Khouri
    - Krista Arnold
    - Citlally Maceil
    - Beverley Madigan

iv) Trees and Forests Advisory Committee (Requires up to 7 Members at Large)

- Samjhana Thapa
- G. Paul Nicholson. (4.2/7/CSC) (2021-C12)

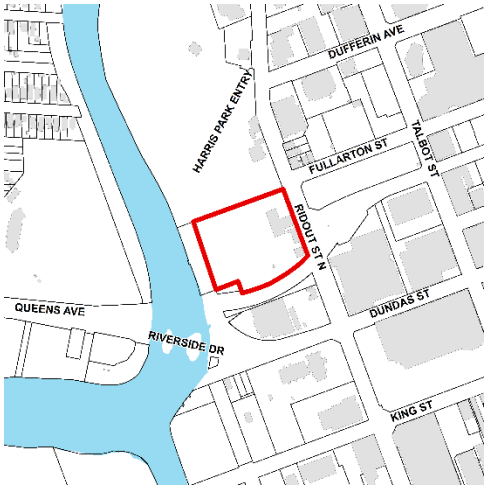


C. Saunders  
City Clerk  
/hw

cc: B. Quesnel  
D. Haggerty  
J. Teeple  
K. Pereyaslavska  
M. Mur  
T. Wade  
I. Chulkova  
D. Doroshenko  
M. Alder  
H. Hani Jamel Abu Kakry  
N. Al-Farawi  
W. Khouri  
K. Arnold  
C. Maceil  
B. Madigan  
S. Thapa  
G. Paul Nicholson  
B. Westlake-Power, Deputy City Clerk  
M. Schulthess, Deputy City Clerk  
H. Lysynski, Committee Clerk  
J. Bunn, Committee Clerk  
A. Pascual, Committee Clerk

## Official Plan and Zoning By-law Amendments

### 435-451 Ridout Street North



**File: OZ-9157**

**Applicant: Farhi Holdings Corporation**

#### What is Proposed?

Official Plan and Zoning amendments to allow:

- Adaptive reuse of the existing heritage buildings containing 1,627 square metres of commercial/office gross floor area
- A 40-storey mixed-use building containing 280 residential units and 6,308 sq.m of commercial/office gross floor area
- A maximum density of 500 units per hectare
- A maximum building height of 40-storeys (125 metres)
- A setback of 17.9 metres to the residential component of the building

## YOU ARE INVITED!

Further to the Notice of Application you received on December 18, 2019, you are invited to a public meeting of the Planning and Environment Committee to be held:

**Meeting Date and Time:** Monday, May 31, 2021, no earlier than 5:30 p.m.

**Meeting Location:** During the COVID-19 emergency, the Planning and Environment Committee meetings are virtual meetings, hosted in City Hall, Council Chambers (see insert)

For more information contact:

Catherine Maton  
cmaton@london.ca  
519-661-CITY (2489) ext. 5074  
Development Services, City of London  
300 Dufferin Avenue, 6<sup>th</sup> Floor,  
London ON PO Box 5035 N6A 4L9  
File: OZ-9157

[london.ca/planapps](https://london.ca/planapps)

To speak to your Ward Councillor:

Councillor Arielle Kayabaga  
akayabaga@london.ca  
519-661-CITY (2489) ext. 4013

**If you are a landlord, please post a copy of this notice where your tenants can see it.  
We want to make sure they have a chance to take part.**

# Application Details

## Requested Amendment to The London Plan (New Official Plan)

To add a specific policy to the Downtown Place Type to permit a maximum of building height of 40-storeys, to facilitate the development of a mixed-use building containing 280 residential units and 6,308 square metres of commercial/office gross floor area, in addition to 1,627 square metres of commercial/office gross floor area in the existing heritage buildings.

## Requested Zoning By-law Amendment

To change the zoning from a Downtown Area Special Provision (DA2(3)\*D350) Zone, a Heritage/Regional Facility (HER/RF) Zone, and an Open Space (OS4) Zone to a Downtown Area Special Provision Bonus (DA2(3)\*D350\*B-\_) Zone and an Open Space (OS4) Zone. Changes to the currently permitted land uses and development regulations are summarized below. The complete Zoning By-law is available at [london.ca/planapps](http://london.ca/planapps).

Both Official Plans and the Zoning By-law are available at [london.ca](http://london.ca).

### Current Zoning

**Zone:** Downtown Area Special Provision (DA2(3)\*D350) Zone, a Heritage/Regional Facility (HER/RF) Zone, and an Open Space (OS4) Zone

**Permitted Uses:** Retail stores; supermarkets; amusement game establishments; apartment buildings; apartment hotel; art galleries; assembly halls; bake shops; clinics; commercial parking structures; commercial recreation establishments; convenience stores; day care centres; dry cleaning and laundry depots; duplicating shops; dwelling units; emergency care establishments; film processing depots; financial institutions; funeral homes; group home type 2; hotels; institutions; laboratories; laundromats; libraries; medical/dental offices; museums; offices; patent testing centre laboratories; personal service establishments; places of worship; printing establishments; private clubs; repair and rental establishments; restaurants; restaurants, outdoor patio; schools; senior citizen apartment buildings; service and repair establishments; service trades; studios; taverns; theatres and cinemas; video rental establishments; lodging house class 2; place of entertainment; artisan workshop; craft brewery; adult secondary schools; ancillary residential and/or hostels and accommodations, together with permitted uses in the RF Zone; commercial schools; community colleges; elementary schools; hospitals; private schools; recreational buildings; secondary schools; stadia; supervised residences; universities; conservation lands; conservation works; golf courses without structures; private parks without structures; public parks without structures; recreational golf courses without structures; cultivation or use of land for agricultural/horticultural purposes; sports fields without structures

**Special Provisions:** Permitted uses only in existing buildings and height as existing on the date of the passing of By-law No. Z.-1.

**Density:** 350 units per hectare.

### Requested Zoning

**Zone:** Downtown Area Special Provision (DA2(3)\*D350\*B-\_) Zone and an Open Space (OS4) Zone

**Permitted Uses:** Retail stores; supermarkets; amusement game establishments; apartment buildings; apartment hotel; art galleries; assembly halls; bake shops; clinics; commercial parking structures; commercial recreation establishments; convenience stores; day care centres; dry cleaning and laundry depots; duplicating shops; dwelling units; emergency care establishments; film processing depots; financial institutions; funeral homes; group home type 2; hotels; institutions; laboratories; laundromats; libraries; medical/dental offices; museums; offices; patent testing centre laboratories; personal service establishments; places of worship; printing establishments; private clubs; repair and rental establishments; restaurants; restaurants, outdoor patio; schools; senior citizen apartment buildings; service and repair establishments; service trades; studios; taverns; theatres and cinemas; video rental establishments; lodging house class 2; place of entertainment; artisan workshop; craft brewery; conservation lands; conservation works; golf courses without structures; private parks without structures; public parks without structures; recreational golf courses without structures; cultivation or use of land for agricultural/horticultural purposes; sports fields without structures.

**Special Provision:** Permitted uses only in existing buildings and height as existing on the date of the passing of By-law No. Z.-1.

**Density:** 350 units per hectare.

**Bonus Zone:** To permit a mixed-use apartment building with a density of 500 units per hectare; a building height of 40-storeys (125 metres); and a setback of 17.9 metres to the residential component of the building, whereas 44.4 metres is required, in return for eligible facilities, services, and matters including but not limited to: provision of affordable housing; heritage retention and conservation; green building design; and/or public parking.

The City may also consider the use of holding provisions or additional special provisions.

An Environmental Impact Study has been prepared to assist in the evaluation of this application.

## **Planning Policies**

Any change to the Zoning By-law must conform to the policies of the Official Plan, London's long-range planning document. These lands are currently designated as Downtown and Open Space in the Official Plan, which permits a broad range of retail, service, office, institutional, entertainment, cultural, high density residential, transportation, recreational, and open space uses as the main uses.

The subject lands are in the Downtown Place Type and the Green Space Place Type in *The London Plan*, permitting a range of residential, retail, service, office, cultural, institutional, hospitality, entertainment, recreational, and other related uses. Permitted uses in the Green Space Place Type include agriculture, woodlot management, horticulture, conservation, and recreational uses

## **How Can You Participate in the Planning Process?**

You have received this Notice because someone has applied to change the Official Plan designation and the zoning of land located within 120 metres of a property you own, or your landlord has posted the public meeting notice in your building. The City reviews and makes decisions on such planning applications in accordance with the requirements of the Planning Act. If you previously provided written or verbal comments about this application, we have considered your comments as part of our review of the application and in the preparation of the planning report and recommendation to the Planning and Environment Committee. The additional ways you can participate in the City's planning review and decision making process are summarized below.

### **See More Information**

You can review additional information and material about this application by:

- Contacting the City's Planner listed on the first page of this Notice; or
- Viewing the application-specific page at [london.ca/planapps](http://london.ca/planapps)
- Opportunities to view any file materials in-person by appointment can be arranged through the file Planner.

### **Attend This Public Participation Meeting**

The Planning and Environment Committee will consider the requested Official Plan and zoning changes at this meeting, which is required by the Planning Act. You will be invited to provide your comments at this public participation meeting. A neighbourhood or community association may exist in your area. If it reflects your views on this application, you may wish to select a representative of the association to speak on your behalf at the public participation meeting. Neighbourhood Associations are listed on the [Neighbourgood](http://Neighbourgood) website. The Planning and Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

Attendance is available through telephone or virtual web streaming (computer) application. Pre-registration is required to access these options and can be found in the Public Participation insert.

**Please refer to the enclosed Public Participation Meeting Process insert.**

## **What Are Your Legal Rights?**

### **Notification of Council Decision**

If you wish to be notified of the decision of the City of London on the proposed official plan amendment and zoning by-law amendment, you must make a written request to the City Clerk, 300 Dufferin Ave., P.O. Box 5035, London, ON, N6A 4L9, or at [docservices@london.ca](mailto:docservices@london.ca). You will also be notified if you speak to the Planning and Environment Committee at the public meeting about this application and leave your name and address with the Secretary of the Committee.

### **Right to Appeal to the Local Planning Appeal Tribunal**

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written

submissions to the City of London before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

For more information go to <https://olt.gov.on.ca/contact/local-planning-appeal-tribunal/>.

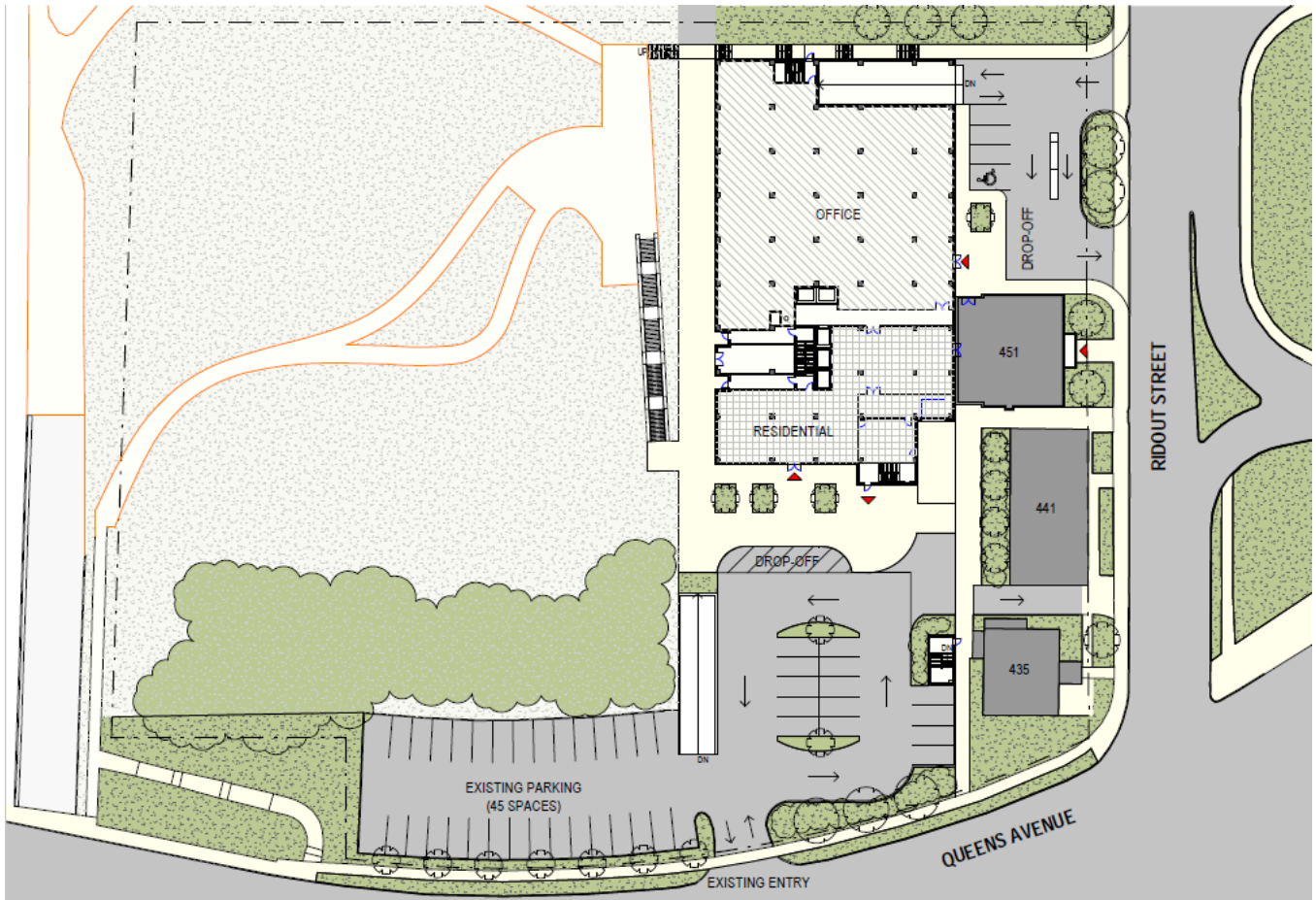
### **Notice of Collection of Personal Information**

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the Municipal Act, 2001, as amended, and the Planning Act, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to Cathy Saunders, City Clerk, 519-661-CITY(2489) ext. 4937.

### **Accessibility**

Alternative accessible formats or communication supports are available upon request. Please contact [developmentsservices@london.ca](mailto:developmentsservices@london.ca) for more information.

# Site Concept



*Site Concept Plan*

# Building Renderings



*Conceptual Renderings*

The above images represent the applicant's proposal as submitted and may change.





# Public Participation Meeting Process

As part of the City's ongoing efforts to slow the spread of COVID-19, and in keeping with the regulations and guidelines provided by the Province of Ontario, the Public Participation Meeting process has been modified. The Public Participation Meeting process has been modified to protect the health and well-being of members of the public and City employees during the pandemic. City Hall is currently closed to in-person meeting participation.

Anyone wishing to speak at a Public Participation Meeting can do so virtually, using Zoom online or by phone. Pre-registration is required.

- Members of the public are required to pre-register to speak at the public participation meeting. To register this must be requested no later than 9:00 a.m. the day of the meeting. Speakers will be limited to five minutes of verbal presentation.
- Registered speakers will be given the information to connect to the Zoom meeting and will also be able to present by phone.
- Pre-register by calling **519-661-2489 ext. 7100** or by **emailing [PPMClerks@london.ca](mailto:PPMClerks@london.ca)**. Please indicate the meeting and item when contacting the Clerk's Office. Directions on how to participate will be provided upon registration.
- Members of the public can also participate by submitting written communications to the committee or to Members of Council prior to the meeting.

Pre-registration is only required for those wishing to speak at a Public Participation Meeting.

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<sup>1</sup> Notice of Collection of Personal Information – information is collected under the authority of the *Municipal Act, 2001*, as amended, and the *Planning Act, 1990 RSO 1990, c.P. 13*, and will be used by Members of Council and City of London staff in their consideration of this matter. Please see additional information on the enclosed Public Meeting Notice pages.



# MEMO

**To:** Environmental Ecological Planning  
Advisory Committee

**From:** Emily Williamson, Ecologist | Planner

**Date:** May 6, 2021

**Re:** **Draft Kelly Stanton ESA Ecological  
Restoration Plan (ERP) Question  
Responses**

We have received the EEPAC questions from the March 2021 meeting agenda and followed up with internal City Staff in Stormwater Engineering.

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1. Will there be a fish community study at some time in the near future? (Most recent 1995)

The Stanton Drain between Fanshawe Park Road and north of CP Rail was identified to be reconstructed, first by the Hyde Park SWM EA (AECOM 2009) and then confirmed by the Hyde Park SWM EA Addendum (AECOM 2020). If fish data is available in the 2020 report it will be included in the restoration plan.

The UTRCA may have some more recent fish data we could add to the plan and we have followed up with them for this data and will include any data circulated to City Staff it as appropriate.

2. Will there be restoration work on the creeks?

None planned in the section of the current ERP Study area. The Stanton Drain was restored by the City from south of Fanshawe Park Road to near the CP Rail tracks approx. 10 years ago. One last section remains to be restored north of CP Rail, west of Canterbury Park and will be completed in the next couple of years consistent with the Hyde Park SWM EA Addendum (AECOM 2020).

a. Removal of the degraded culverts in the north block of Stanton creek.  
Response: ESA Team is reviewing removal and replacement of the culvert.

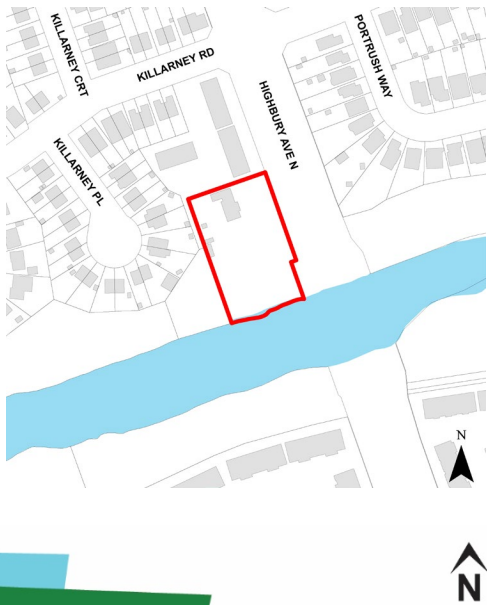
b. Culverts under the railways checked for severe obstructions.  
Response: Maintenance of these culverts are the responsibility of the respective railways. The City may become involved if upstream flooding to municipal infrastructure or private properties are reported.



# NOTICE OF PLANNING APPLICATION

## Zoning By-Law Amendment

### 1697 Highbury Avenue North (Revised)



**File: Z-9302**

**Applicant: Habitat for Humanity Heartland Ontario Inc.**

#### What is Proposed?

Zoning amendment to allow:

- 20 stacked townhouse dwelling units including a 3-storey stacked townhouse dwelling with 12 units located close to the street, and a 2-storey stacked townhouse dwelling with 8 units located toward the rear of the property.
- Increase the amount of land within the Open Space Zone.
- Special zoning provisions for minimum and maximum front yard depth, minimum south interior side yard depth, minimum rear yard depth, and a third stacked townhouse unit on the front units.

## LEARN MORE & PROVIDE INPUT

Please provide any comments by **May 18, 2021**

Barb Debbert

[bdebbert@london.ca](mailto:bdebbert@london.ca)

519-661-CITY (2489) ext. 5345

Development Services, City of London

300 Dufferin Avenue, 6<sup>th</sup> Floor,

London ON PO Box 5035 N6A 4L9

File: Z-9302

[london.ca/planapps](https://london.ca/planapps)

You may also discuss any concerns you have with your Ward Councillor:

Maureen Cassidy

[mcassidy@london.ca](mailto:mcassidy@london.ca)

519-661-CITY (2489) ext. 4005

**If you are a landlord, please post a copy of this notice where your tenants can see it.  
We want to make sure they have a chance to take part.**

Date of Notice: May 5, 2021

# Application Details

## Requested Zoning By-law Amendment

To change the zoning from a Residential R5/Residential R6 (R5-2/R6-4) Zone and an Open Space (OS5) Zone **TO** a Residential R5 Special Provision (R5-7(\_)) Zone and an Open Space (OS5) Zone. Changes to the currently permitted land uses and development regulations are summarized below.

This notice reflects changes to the development proposal in the Notice of Application originally mailed on January 28, 2021. Key changes to the development proposal include increasing the amount of land in the Open Space (OS5) Zone; decreasing the number of units from 23 to 20; and relocating the three unit tall stacked townhouse to the front of the property.

The Zoning By-law is available at [london.ca](http://london.ca).

### Current Zoning

**Zone:** Residential R5/Residential R6 (R5-2/R6-4) Zone and Open Space (OS5) Zone

**Permitted Uses:** cluster single detached, semi-detached, and duplex dwellings, cluster townhouses and stacked townhouses

**Special Provision(s):** n/a

**Residential Density:** 30 units per hectare

**Height:** 10.5m to 12.0 metres depending on the housing form

### Requested Zoning

**Zone:** Residential R5 Special Provision (R5-7(\_)) Zone and Open Space (OS5) Zone

**Permitted Uses:** townhouses and stacked townhouses

**Special Provision(s):** For the R5-7(\_) Zone, a minimum front yard depth of 1.0 metre in place of 0.0 metres, a maximum front yard depth of 6.0 metres, a south interior side yard depth of 1.5m in place of 6.0 metres, a minimum rear yard depth of 5.5 metres in place of 6.0 metres, and a third stacked townhouse unit on the front units whereas the definition of “Stacked Townhouse” permits stacking up to 2 units high.

**Residential Density:** 60 units per hectare

**Height:** Maximum 12.0 metres

An Environmental Impact Study has been prepared to assist in the evaluation of this application.

## Planning Policies

Any change to the Zoning By-law must conform to the policies of the Official Plan, London’s long-range planning document. These lands are currently designated as Low Density Residential and Open Space in the 1989 Official Plan. The primary permitted uses in the Low Density Residential designation shall include single detached dwellings, semi-detached dwellings and duplex dwellings. Multiple-attached dwellings are also permitted. Public open space uses including district, city-wide, and regional parks; and private open space uses such as cemeteries and private golf courses are permitted in the Open Space designation.

The subject lands are in the Neighbourhoods Place Type in The London Plan, permitting single detached, semi-detached and duplex dwellings, triplexes, fourplexes, townhouses, stacked townhouses, and low-rise apartments.

## How Can You Participate in the Planning Process?

You have received this Notice because someone has applied to change the Official Plan designation and the zoning of land located within 120 metres of a property you own, or your landlord has posted the notice of application in your building. The City reviews and makes decisions on such planning applications in accordance with the requirements of the Planning Act. The ways you can participate in the City’s planning review and decision making process are summarized below.

### See More Information

You can review additional information and material about this application by:

- Contacting the City’s Planner listed on the first page of this Notice; or
- Viewing the application-specific page at [london.ca/planapps](http://london.ca/planapps)
- Opportunities to view any file materials in-person by appointment can be arranged through the file Planner.

### Reply to this Notice of Application

We are inviting your comments on the requested changes at this time so that we can consider them as we review the application and prepare a report that will include Development Services

staff's recommendation to the City's Planning and Environment Committee. Planning considerations usually include such matters as land use, development intensity, and form of development.

This request represents residential intensification as defined in the policies of the Official Plan. Under these policies, Development Services staff and the Planning and Environment Committee will also consider detailed site plan matters such as fencing, landscaping, lighting, driveway locations, building scale and design, and the location of the proposed building on the site. We would like to hear your comments on these matters.

### **Attend a Future Public Participation Meeting**

The Planning and Environment Committee will consider the requested zoning changes on a date that has not yet been scheduled. The City will send you another notice inviting you to attend this meeting, which is required by the Planning Act. You will also be invited to provide your comments at this public participation meeting. A neighbourhood or community association may exist in your area. If it reflects your views on this application, you may wish to select a representative of the association to speak on your behalf at the public participation meeting. Neighbourhood Associations are listed on the [Neighbourgood](#) website. The Planning and Environment Committee will make a recommendation to Council, which will make its decision at a future Council meeting.

## **What Are Your Legal Rights?**

### **Notification of Council Decision**

If you wish to be notified of the decision of the City of London on the proposed zoning by-law amendment, you must make a written request to the City Clerk, 300 Dufferin Ave., P.O. Box 5035, London, ON, N6A 4L9, or at [docservices@london.ca](mailto:docservices@london.ca). You will also be notified if you speak to the Planning and Environment Committee at the public meeting about this application and leave your name and address with the Secretary of the Committee.

### **Right to Appeal to the Local Planning Appeal Tribunal**

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the City of London to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of London before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

For more information go to <https://olt.gov.on.ca/contact/local-planning-appeal-tribunal/>.

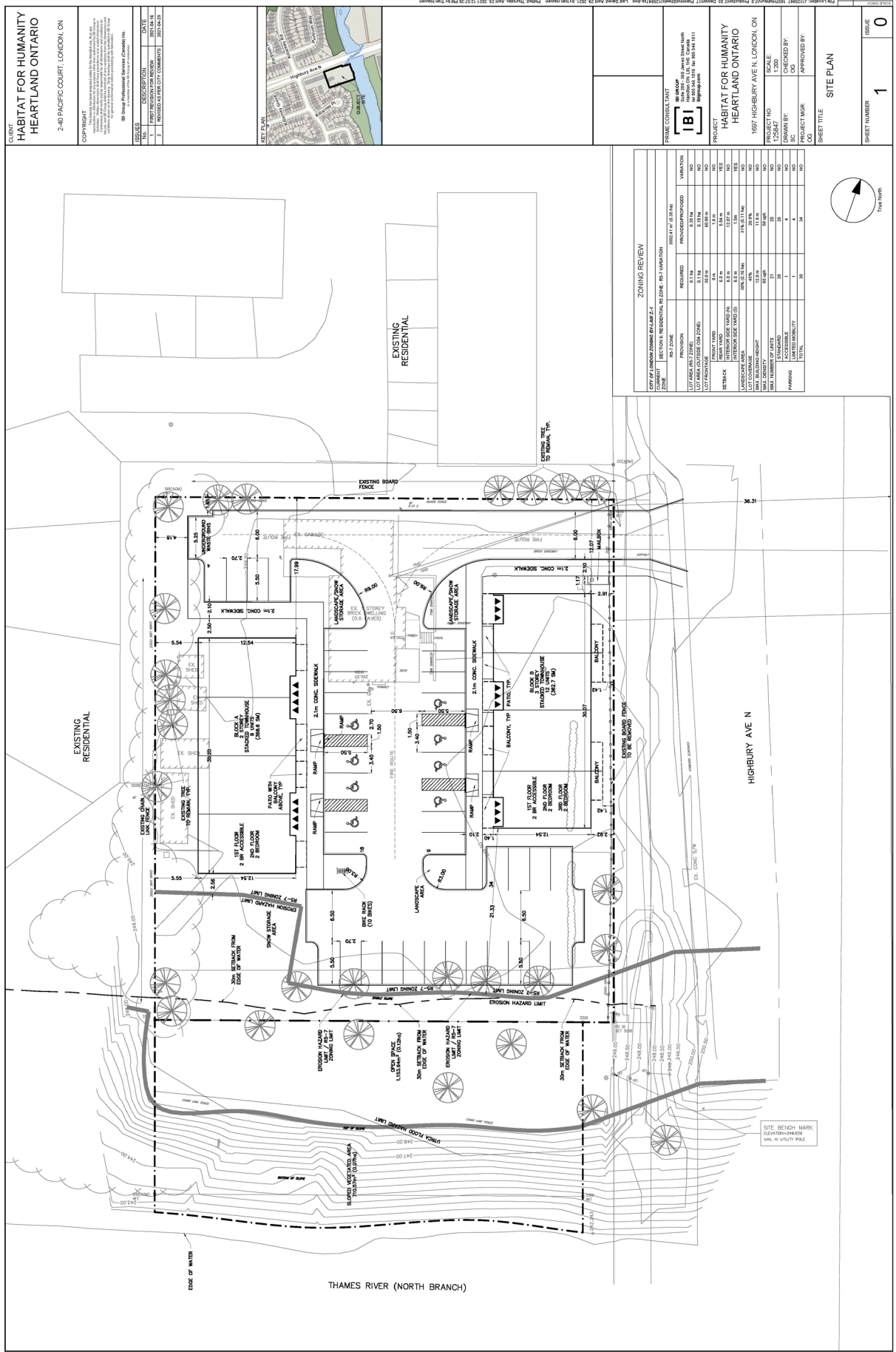
### **Notice of Collection of Personal Information**

Personal information collected and recorded at the Public Participation Meeting, or through written submissions on this subject, is collected under the authority of the Municipal Act, 2001, as amended, and the Planning Act, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council and City of London staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the Public Participation Meeting may also be posted to the City of London's website. Questions about this collection should be referred to Cathy Saunders, City Clerk, 519-661-CITY(2489) ext. 4937.

### **Accessibility**

Alternative accessible formats or communication supports are available upon request. Please contact [developmentsservices@london.ca](mailto:developmentsservices@london.ca) for more information.

# Site Concept



The above image represents the applicant's proposal as submitted and may change.

# Building Renderings



Original rendering – front view



Original Rendering – side view

**The above images represent the applicant's proposal as originally submitted and do not reflect design changes noted elsewhere in this notice.**



May 7, 2021

MTE File No.: C47662-100

City of London - EEPAC  
Heather Lysynski  
Email: hlysynsk@london.ca  
Sandy Levin  
Email: s.levin@sympatico.ca

**RE: City of London – Municipal Class Environmental Assessment  
For Victoria Street Pumping Station**

Please find attached a Notice of Study Completion for the above noted project. This study was being carried out in accordance with the requirements of the Environmental Assessment Act, as a Schedule B Municipal Class Environmental Assessment. All notices related to this project can be found on the City of London's website at the following link:

[Victoria Street sewage pumping station environmental assessment | Get Involved London](#)

As the Victoria Street Pumping Station is at the end of its useful life, the purpose of the current study was to evaluate the replacement, relocation, and/or the elimination of the Victoria Street Pumping Station.

Written comments regarding this project must be sent to our project team by June 8, 2021. All comments and concerns should be sent directly to Brian Calhoun at the City of London (see attached for contact information).

Yours truly,

**MTE Consultants Inc.**

**Dave Wilhelm, P.Eng.**  
Manager, Water/Wastewater  
519-743-6500 ext. 1225  
[DWilhelm@mte85.com](mailto:DWilhelm@mte85.com)

DJW:zeg

Encl.: Notice of Study Completion

cc: Brian Calhoun - Wastewater Treatment Operations, City of London





# Victoria Street Sewage Pumping Station Class Environmental Assessment

PUBLIC NOTICE

May 2021

## Project

The City of London is concluding the Victoria Street Sewage Pumping Station Class Environmental Assessment (EA). The purpose of this Class EA was to evaluate a range of potential alternatives for the existing Victoria Street Sewage Pumping Station, located at 47 Victoria Street, which is reaching the end of its life and requires renewal or replacement.

## Process

The Class EA study was undertaken in accordance with the Ontario Environmental Assessment Act and has covered all necessary phases of Schedule 'B' of the Municipal Class EA Process. The Schedule 'B' process includes the definition of a problem or opportunity, as well as the identification and evaluation of potential alternative solutions. At this time, a Project File Report has been completed to conclude the Schedule 'B' Municipal Class EA process to recommend the preferred solution for the Victoria Street Sewage Pumping Station. The Project File Report will be available online for review:

<https://getinvolved.london.ca/victoriastreet>

Interested persons may provide written comments to our project team by June 8, 2021. All comments and concerns should be sent directly to Brian Calhoun at the City of London.

In addition, a request may be made to the Ministry of the Environment, Conservation and Parks for an order requiring a higher level of study (i.e. requiring an individual/comprehensive EA approval before being able to proceed), or that conditions be imposed (e.g. require further studies), only on the grounds that the requested order may prevent, mitigate or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. Requests on other grounds will not be considered. Requests should include the requester contact information and full name.

Requests should specify what kind of order is being requested (request for conditions or a request for an individual/comprehensive environmental assessment), how an order may prevent, mitigate or remedy potential adverse impacts on Aboriginal and treaty rights, and any information in support of the statements in the request. This will ensure that the ministry is able to efficiently begin reviewing the request.



**Victoria Sewage Pumping Station Class  
Environmental Assessment**

- Study Area
- Existing location of pumping station
- Preferred pumping station location

The request should be sent in writing or by email to:

Minister of the Environment, Conservation and Parks  
Ministry of Environment, Conservation and Parks  
777 Bay Street, 5th Floor  
Toronto ON M7A 2J3  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

and

Director, Environmental Assessment Branch  
Ministry of Environment, Conservation and Parks  
135 St. Clair Ave. W, 1st Floor  
Toronto ON, M4V 1P5  
[EABDirector@ontario.ca](mailto:EABDirector@ontario.ca)

Requests should also be copied to the Brian Calhoun by mail or by e-mail. Please visit the ministry's website for more information on requests for orders under section 16 of the Environmental Assessment Act at:

<https://www.ontario.ca/page/class-environmentalassessments-part-ii-order>

All personal information included in your request – such as name, address, telephone number and property location – is collected, under the authority of section 30 of the Environmental Assessment Act and is collected and maintained for the purpose of creating a record that is available to the general public. As this information is collected for the purpose of a public record, the protection of personal information provided in the Freedom of Information and Protection of Privacy Act (FIPPA) does not apply (s.37). Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential.

## Your feedback is important to us

To provide comments, obtain alternate formats, request additional information, or if you have any issues accessing the document for review, please contact a member of the project team below:

Brian Calhoun A.Sc.T.  
Senior Engineering Technologist  
Wastewater Treatment Operations  
City of London  
109 Greenside Avenue  
London, ON N6J 2X5

(519) 661-CITY (2489) ext. 1337  
[bcalhoun@london.ca](mailto:bcalhoun@london.ca)

Dave Wilhelm, P.Eng.  
Manager, Water/Wastewater  
MTE Consultants Inc.  
520 Bingemans Centre Drive  
Kitchener, ON N2B 3X9

(519) 743-6500 ext. 1225  
[dwilhelm@mte85.com](mailto:dwilhelm@mte85.com)

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and may be released, if requested, to any person.

## Report to Governance Working Group

**To:** Chair and Members  
Governance Working Group  
**From:** Cathy Saunders, City Clerk  
**Subject:** Advisory Committee Review – Interim Report VI  
**Date:** May 17, 2021

## Recommendation

That, on the recommendation of the City Clerk, the following actions be taken with respect to the Advisory Committee Review:

- a) the report dated January 11, 2021 entitled “Advisory Committee Review – Interim Report VI”, BE RECEIVED; and,
- b) the Civic Administration BE DIRECTED to report back to a future meeting of the Governance Working Group with respect to feedback related to the draft Terms of Reference, attached as Appendix A to this report.

## Executive Summary

The purpose of this interim report is to provide draft details for consideration, related to a proposed new advisory committee structure. This report has concurrently been provided to all current advisory committee members. It is recommended that the report be received at this time, with additional discussion at a future meeting in order to provide an opportunity for additional feedback from advisory committee members with respect to this matter.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

- Finance and Administrative Services Committee, February 27, 2012
- Strategic Priorities and Policy Committee, December 16, 2013
- Strategic Priorities and Policy Committee, March 17, 2014
- Civic Works Committee, June 19, 2018
- Corporate Services Committee, November 13, 2018
- Corporate Services Committee, March 19, 2019
- Governance Working Group, August 24, 2020
- Governance Working Group, November 10, 2020
- Corporate Services Committee, April 19, 2021

#### 1.2 Previous Council Direction

The following was resolved at the November 24, 2020 meeting of the Municipal Council:

That the following actions be taken with respect to the 2nd Report of the Governance Working Group from its meeting held on November 10, 2020:

- a) the following actions be taken with respect to the Advisory Committee Review:
  - i) the report dated November 10, 2020 entitled "Advisory Committee Review - Interim Report III", BE RECEIVED;
  - ii) the City Clerk BE DIRECTED to report back to the Governance Working Group (GWG) with respect to the next steps required to implement the revised Advisory Committee Structure, as outlined in the report noted in a) above subject to the following modifications:

- A) the proposed Environmental & Ecological Committee and Childcare Advisory Committee shall remain as Advisory Committees;
  - B) a minimum numbers of meetings will be provided for;
  - C) Experts Panels are to be clarified; and,
  - D) comments provided by the Governance Working Group with respect to the proposed revised Advisory Committee Structure be further considered;
- iii) the City Clerk BE DIRECTED to consult with the current Advisory Committees with respect to the proposals set out in the staff report subject to the modifications listed in b) above and report back to the GWG with the results of that consultation;
  - iv) the communication, dated November 8, 2020, from D. Wake regarding this matter BE RECEIVED;
- b) the City Clerk BE DIRECTED to report back to the Governance Working Group (GWG) providing an overview of other municipalities' policies and processing with respect to the handling of unsolicited petitions, and to provide draft policies and procedures for the consideration of the GWG with respect to this matter; and,
  - c) clauses 1.1 and 2.1 BE RECEIVED for information. (5.1/18/SPPC)

## **2.0 Discussion and Considerations**

### **2.1 Individual Committee Structure(s)**

Previous reports have reviewed options for the purpose of any given advisory group, in terms of “engagement” versus “expert advice”. Currently, and in accordance with the above-noted direction, there is not a recommendation to proceed with the establishment of any new expert panels.

This report proposes that ‘Advisory Committee’ be used as a term to define specific types of groups, such as the Environmental & Ecological Planning Advisory Committee and Childcare Advisory Committee. These two committees were specifically identified by Council to remain in the status of ‘Advisory Committee’. The membership of these committees would be more specific, although not as specialized as the requirements of membership on an ‘expert panel’.

“Community Engagement Panel” is a new term proposed for other groups that the council may convene, that have a purpose more closely related to engagement on specific matters. In the case of these committees (panels), membership would be more generalized to provide for representation of a broader nature. Individuals would be expected to have an interest in the subject matter, but specific ‘qualifications’ would not be required. The community engagement panel membership appointments could be managed differently than advisory committee appointments; these panels are proposed to encourage broad participation for all who may be interested in a particular subject matter.

### **2.2 Draft Terms of Reference**

Attached to this report, as Appendix A, are draft Terms of Reference for the proposed committees as previously directed by Council (except for the Community Safety and Well-Being Advisory Committee). Please note that most ‘names’ associated with the proposed committees are intended for discussion purposes.

In each of the proposed Terms of Reference, the Non-Voting Resources have been updated to be as flexible as possible in order to better serve the needs of the respective committees. There are some included non-voting membership suggestions, however these are intended to be potential guidelines and it would not be expected that there

would be “appointments” of resource members or that would attendance of any resource members for all meetings.

These Terms of Reference attempt to balance the feedback received to date, which was quite broad, with the direction from Council at this time.

*Legislatively Required Committees:*

Community Safety and Well-Being Advisory Committee – This committee is currently outside of this advisory committee structure but is Corporately established in accordance with the applicable legislation, the *Police Services Act*. This is not included with this report.

London Planning Advisory Committee – The committee will fulfil the legislative requirement under the *Planning Act*, 1990 for the establishment of a Planning Advisory Committee and will address heritage-related matters.

Accessibility Advisory Committee – The proposed Terms of Reference has been streamlined and is primarily based on the legislative requirements.

*Additional Committees/Groups:*

Ecological Advisory Committee

Child Care Advisory Committee

Integrated Transportation Community Engagement Panel

Environmental Stewardship and Action Community Engagement Panel

Diversity, Inclusion and Anti-Oppression Community Engagement Panel

Animal Welfare Community Engagement Panel

## **3.0 Next Steps**

### **3.1 Continued Consultation**

The City Clerk’s Office will work to gather feedback on the proposed Terms of Reference provided with this report. This will include consultation with elected officials, advisory committee members and the Civic Administration to ensure this structure is appropriately aligned with the corporate structure, and that the roles are reflective of current established direction. At the same time, work will continue on the General Terms of Reference for all Advisory Committees.

### **3.2 Additional Considerations**

Traditionally, the advisory committees have enjoyed a parliamentary structure less formal than the City Standing Committees or Council. At the same time, the parliamentary structure that is required of the advisory committees has inadvertently created difficulties for the functionality of the committees. A few examples are the quorum requirement for meetings and the lack of a member who is interested to serve as the committee Chair. Occasionally, there have also been committees that have not been as efficient as they may otherwise be, due to a lack of parliamentary procedure experience. Should there be support for the above-noted proposed structure, it would be recommended to also consider differentiating the operation of these structures in the General Guidelines for All Advisory Committees. This could include, but not be limited to, modifying the quorum requirement, and having a staff person lead the committee in more of a moderator role for the community engagement panels.

#### **4.0 Financial Impact/Considerations**

None at this time.

#### **5.0 Conclusion**

The responses received from current advisory committee members related to the previously considered structure varied significantly. This is not unlike the previous feedback that was provided in the report from March 2019, which included the previous advisory committee membership. As such, the Committee may wish to provide additional specifics for staff, to be better positioned to present an implementation plan.

#### **Prepared, Submitted and Recommended by:**

**Cathy Saunders, City Clerk**  
**Michael Schulthess, Deputy City Clerk**  
**Barb Westlake-Power, Deputy City Clerk**

**Terms of Reference**  
**London Planning Advisory Committee**

**Role**

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

**Mandate**

The London Planning Advisory Committee (LPAC) shall serve as the City's municipal heritage committee, pursuant to Section 28 of the *Ontario Heritage Act*, RSO 1990, c O.18. As part of their decision making process, Municipal Council shall consult with the London Planning Advisory Committee in accordance with the *Ontario Heritage Act*, as specified through the passing of a by-law or policy, or as set out in this mandate. The LPAC shall also serve as the City's planning advisory committee, pursuant to Section 8(1) of the *Planning Act*, RSO 1990, c P.13.

The London Planning Advisory Committee reports to the Municipal Council, through the Planning and Environment Committee.

The role of the LPAC includes the following:

- to advise Municipal Council within its capacity as the City's municipal heritage committee;
- to recommend and to comment on appropriate policies for the conservation of cultural heritage resources within the City of London, including Official Plan policies;
- to recommend and to comment on the protection of cultural heritage resources within the City of London, such as designation under the *Ontario Heritage Act*;
- to recommend and to comment on the utilization, acquisition and management of cultural heritage resources within the City of London, including those that are municipally owned;
- to recommend and to comment on cultural heritage matters, agricultural and rural issues;
- to recommend and comment on various planning and development applications and/or proposals;
- to review and to comment on the preparation, development, and implementation of any plans as may be identified or undertaken by the City of London or its departments where and when cultural heritage, rural and/or agricultural issues may be applicable;
- to advise Municipal Council and comment on legislation, programs, and funding that may impact the community's cultural heritage resources and rural issues; and
- to assist in developing and maintaining up-to-date information on cultural heritage resources, and to assist in the identification, evaluation, conservation, and management of those resources on an ongoing basis through the review of documents prepared by the Civic Administration and/or local community groups.

**Composition**

**Voting Members**

The London Planning Advisory Committee shall consist of a minimum of five members to a maximum of fifteen members. Appointments to the London Planning Advisory Committee may include the following:

- Three members-at-large;
- One representative from a Youth-Oriented Organization (i.e. ACO NextGen); and,
- Where possible, appointments to LACH may include a representative of the following broad sectors or spheres of interest:
  - Built Heritage (Architectural Conservancy Ontario London);

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- o Local History (London & Middlesex Historical Society);
- o Archaeology/Anthropology (Ontario Archaeological Society, London Chapter);
- o Natural Heritage (Nature London);
- o Movable Heritage – Archives, (Archives Association of Ontario);
- o Movable Heritage – Museums & Galleries;
- o Neighbourhood Organizations;
- o Development Community (London Home Builders Association/London Development Institute);
- o London and area Planning Consultants;
- o Representative of the Indigenous Population;
- o Agricultural organizations; and
- o London Society of Architects.

Should it not be possible to represent a sector or sphere of interest on LACH after consultation with other organizations in the respective sector, member-at-large appointments may increase.

### Non-Voting Resource Group

Representatives from organizations within any of the following sectors may be called upon as the LPAC determines to be necessary:

- Heritage Planner(s)/City's Planning Division;
- Culture Office;
- Post-Secondary Students; and
- London Heritage Council.

### Sub-committees and Working Groups

The London Planning Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide support resources to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the LPAC and may include outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the LPAC.

### Term of Office

Appointments to advisory committees shall be determined by the Municipal Council.

### Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

### Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the London Planning Advisory Committee. Length of meetings shall vary depending on the agenda. Meetings of sub-committees and/or working groups that have been formed by the LPAC may meet at any time and at any location and are in addition to the regular meetings of the LPAC.



**Terms of Reference**  
**Accessibility Advisory Committee**

**Role**

The role of an advisory committee is to provide recommendations, advice and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

The establishment and role of the Accessibility Advisory Committee is mandated by the *Accessibility for Ontarians with Disabilities Act, 2005*, SO 2005, c 11.

**Definitions (AODA 2005)**

“the organizations” refers to:

- the City of London and may refer to the City's Agencies, Boards and Commissions, to be determined subject to the *Ontarians with Disabilities Act, 2001* (ODA 2001) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005) and its regulations. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues for a barrier-free London which may entail forwarding recommendations to the City's Agencies, Boards and Commissions and/or other outside organizations;

“barrier” means:

- anything that prevents a person with a disability from fully participating in all aspects of society because of their disability, including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice (“obstacle”);

“disability” means:

- any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- a condition of mental impairment or a developmental disability;
- a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- a mental disorder; or
- an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*; (“handicap”).

**Mandate**

The Accessibility Advisory Committee (ACCAC) shall advise and assist “the organizations” in promoting and facilitating a barrier-free London for citizens of all abilities (universal accessibility). This aim shall be achieved through the review of municipal policies, programs and services, which may include the development of means by which an awareness and understanding of matters of concern can be brought forward and the identification, removal and prevention of barriers faced by persons with disabilities, and any other functions prescribed under the *Ontarians with Disabilities Act, 2001* (ODA 2001), *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005) and regulations.

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The Accessibility Advisory Committee reports to Municipal Council, through the Community and Protective Services Committee. The Accessibility Advisory Committee is responsible for the following:

### **Duties Required by the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005)**

- (a) participating in the development and/or refinement of the City of London's Multi-Year Accessibility Plan, which outlines the City of London's strategy to prevent and remove barriers for persons with disabilities;
- (b) advising the City of London on the implementation and effectiveness of the City's Multi-Year Accessibility Plan to ensure that it addresses the identification, removal and prevention of barriers to persons with disabilities in the City of London's by-laws, and all its policies, programs, practices and services;
- (c) selecting and reviewing in a timely manner the site plans and drawings for new development, described in section 41 of the *Planning Act*;
- (d) reviewing and monitoring existing and proposed procurement policies of the City of London for the purpose of providing advice with respect to the accessibility for persons with disabilities to the goods or services being procured;
- (e) reviewing access for persons with disabilities to buildings, structures and premises (or parts thereof) that the City purchases, constructs, significantly renovates, leases, or funds for compliance with the City of London's Accessibility Design Standards (FADS);
- (f) Consulting on specific matters as prescribed under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005)

### **Other Duties**

- (g) advising "the organizations" on issues and concerns (barriers) faced by persons with disabilities and the means by which "the organizations" may work towards the elimination of these barriers;
- (h) annually reviewing and recommending changes to The City of London's Facility Accessibility Design Standards (FADS) and other applicable and related policies including, but not limited to, sidewalk design, traffic signalization, public works etc.;
- (i) supporting, encouraging and being an ongoing resource to "the organizations", individuals, agencies and the business community by educating and building community awareness about measures (such as the availability of employment, leisure and educational choices) for improving the quality of life for persons with disabilities, through the removal of physical barriers, incorporation of universal design standards, and education to overcome attitudinal barriers to make London an accessible, livable City for all people.

### **Composition**

#### Voting Members

A maximum of thirteen members consisting of:

- a majority of the members (minimum 7) shall be persons with disabilities as required under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA 2005). The Committee members shall be representative of gender, ethnicity and diverse types of disabilities wherever possible; and
  - a maximum of six additional members, as follows:
    - o one member (parent) representing children with disabilities; and
    - o five members-at-large, interested in issues related to persons with disabilities
- \* it being noted that these additional members may also have a disability.

#### Non-Voting Resource Group

Non-Voting and Resource members may be engaged as the committee deems necessary.

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Staff Resources

Staff resources will be allocated as required, however the specific liaison shall be the Supervisor, Municipal Policy (AODA), or designate.

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resources or support to these groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

**Term of Office**

Appointments to advisory committees shall be determined by the Municipal Council.

**Conduct**

The conduct of Advisory Committee members shall be in keeping with Council Policy.

**Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the advisory committee. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

**Terms of Reference**  
**Ecological Advisory Committee**

**Role**

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

**Mandate**

The Ecological Advisory Committee (EAC) reports to the Municipal Council, through the Planning and Environment Committee. The Ecological Advisory Committee provides technical advice to the City of London on matters which are relevant to the City of London's Official Plan, including London's natural heritage systems as it relates to Environmentally Significant Areas, woodlands, stream corridors, etc.

The EAC works with Civic Administration, including Ecologists, and may provide advice including, but not limited to, the following matters:

- natural areas, environmental features and applicable policies which may be suitable for identification and/or recognition in the Official Plan;
- management and enhancement of the Natural Heritage System, including Official Plan Policy, Environmental Management Guidelines and other policies and practices;
- to provide advice as part of the development of Conservation Master Plans for London's Environmentally Significant Areas and in Subwatershed Studies;
- reports, projects and processes that may impact the natural heritage system, including Areas Plans, Natural Heritage Studies, Environmental Impact Studies (EIS), Subject Land Status reports, Environmental Assessments, etc.;
- projects (including City-lead) occurring within the Official Plan trigger distance for an EIS, regardless of whether or not the project includes a formalized EIS;
- technical advice, at the request of the Municipal Council, its Committees or the Civic Administration, on environmental matters which are relevant to the City's Official Plan or Natural Heritage System;
- any matter which may be referred to the Committee by Municipal Council, its Committees, or the Civic Administration.

**Composition**

**Voting Members**

Up to nineteen members of the community with an interest in the matters included in the mandate of the EAC. A professional designation, education or experience in related fields is not a requirement but is considered an asset based on the technical nature of the committee work. Areas of expertise may include the following: Biology, Ornithology, Geology, Botany, Zoology, Landscape Architecture, Forestry, Ecology, Resource Management, Hydrology, Geography, Environmental Planning, Limnology and Natural History.

**Non-Voting Resource Group**

Representatives such as any of the following may be called upon as the EAC determines to be necessary:

- Civic Administration, including Ecologist(s);
- Upper Thames River Conservation Authority;
- Lower Thames Valley Conservation Authority;
- Kettle Creek Conservation Authority; and
- Ministry of Natural Resources.

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### Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

### **Term of Office**

Appointments to advisory committees shall be determined by the Municipal Council.

### **Conduct**

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

### **Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the EAC. Length of meetings shall vary depending on the agenda. Meetings of sub-committees and/or working groups that have been formed by the EAC may meet at any time and at any location and are in addition to the regular meetings of the EAC.

**Terms of Reference**  
**Child Care Advisory Committee**

**Role**

The role of an advisory committee is to provide recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee.

**Mandate**

The Child Care Advisory Committee provides information, advice and recommendations to Municipal Council through the Community and Protective Service Committee on issues affecting early learning and child care of children such as, but not limited to, special needs funding, resource centres funding, wage subsidy, childcare fee subsidy and health and safety issues.

The Advisory Committee also provides an opportunity for information sharing between Municipal, Provincial and Federal social service administrations and the child care community.

**Composition**

**Voting Members**

Up to thirteen members-at-large, representing the following sectors:

- Licensed Child Care Providers (at least seven members representing the current composition of multi and single site child care and early learning sector for children from infancy through 12 years of age, including representation from the French language child care sector and the Licensed Home Child Care sector);
- Fanshawe Early Childhood Education Program;
- Ontario Early Years Child and Family Centres; and
- Informed Community Members.

**Non-Voting Resource Group**

At least one representative of each of the following:

Government:

- City of London, Children's Services
- Local School Boards – TVDSB, LDCSB, French Language School Boards

Community Agencies:

- Middlesex-London Health Unit
- Support Services for children with special needs

**Sub-committees and Working Groups**

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

**Term of Office**

Appointments to advisory committees shall be determined by the Municipal Council.

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### **Conduct**

The conduct of Advisory Committee members shall be in keeping with Council Policy and the Respectful Workplace Policy.

### **Meetings**

Meetings shall be held a minimum of three times annually at a date and time set by the City Clerk in consultation with the advisory committee; additional meetings may be convened as may be deemed necessary. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

**Terms of Reference**  
**Integrated Transportation Community Engagement Panel**

**Role**

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

**Mandate**

The Integrated Transportation Community Engagement Panel (ITCEP) reports to the Municipal Council through the Civic Works Committee. The ITCEP will advise and support City Council in the implementation of various municipal plans, including but not limited to:

- Transportation Master Plan (TMP);
- London Road Safety Strategy (LRSS); and
- Bicycle Master Plan (BMP).

The ITCEP shall be available to the Civic Administration to provide review and feedback for initiatives related to all forms of transportation and transportation planning. This shall include, but not be limited to the following matters:

- transportation master planning studies and implementation projects carried out for the City of London;
- the long-term capital plans for pedestrians, transit, active transportation (including cycling), road and parking facilities;
- significant land use plans that affect transportation matters;
- Area Planning Studies, Secondary Plans and Official Plan reviews;
- assisting the development of new active transportation and transportation demand management policies, strategies and programs;
- advising on measures required to implement the City's commitment to active transportation, including safety features; and
- recommending and advising on new transportation planning initiatives in the context of available approved budgets and under future potential budget allocations.

**Composition**

**Voting Members**

Up to thirteen members of the community with an interest in the matters included in the mandate of the Integrated Transportation Community Engagement Panel.

**Non-Voting Resource Group**

Representatives from organizations within any of the following sectors/organizations may be called upon as the ITCEP determines to be necessary:

- City of London Service Areas (various);
- London Transit Commission;
- London Police Service;
- Middlesex-London Health Unit;
- Post-Secondary Student(s);
- London Middlesex Road Safety Committee;
- Canadian Automobile Association;
- Urban League of London;
- Chamber of Commerce;
- London Development Institute;
- London Cycle Link;
- Thames Region Ecological Association; and
- Cycling Club(s) – with Ontario Cycling Association membership.



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### **Sub-committees and Working Groups**

The community engagement panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide resource support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the community engagement panel and may include outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the community engagement panel.

### **Term of Office**

Appointments to community engagement panel shall be determined by the Municipal Council.

### **Conduct**

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

### **Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.

**Terms of Reference**  
**Environmental Stewardship and Action**  
**Community Engagement Panel**

**Role**

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

**Mandate**

The Environmental Stewardship and Action Community Engagement Panel reports to the Municipal Council, through the Planning and Environment Committee. The Environmental Stewardship and Action Community Engagement Panel provides input, advice and makes recommendations on environmental matters affecting the City of London.

The Environmental Stewardship and Action Community Engagement Panel is a Council resource with respect to matters such as the following:

- remedial planning toward the clean-up of contaminated areas;
- waste reduction, reuse and recycling programs;
- water and energy conservation measures;
- climate change mitigation;
- the development and monitoring of London's Urban Forest Strategy and Climate Emergency Action Plan and a resource for other related policies and strategies;
- the maximization of the retention of trees and natural areas; and
- other aspects of environmental concerns as may be suggested by the Municipal Council, its other Committees, or the Civic Administration.

**Composition**

**Voting Members**

Maximum of thirteen members consisting of individuals with an interest and/or background in environmental initiatives.

**Non-Voting Resource Group**

Representatives may be called upon as the Panel determines to be necessary, including from the following:

- Thames Region Ecological Association;
- Ministry of the Environment or Ministry of Natural Resources;
- Middlesex-London Health Unit;
- Thames Valley District School Board;
- London District Catholic School Board;
- Civic Administration (various);
- London Hydro;
- Local Conservation Authorities;
- Youth Representatives, including Post-secondary students;
- Institute for Catastrophic Loss Reduction, University of Western Ontario; and
- UWO Biotron.

**Sub-committees and Working Groups**

The Environmental Stewardship and Action Community Engagement Panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resources or support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Environmental Stewardship and Action Community Engagement Panel

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as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Environmental Stewardship and Action Community Engagement Panel.

### **Term of Office**

Appointments to Community Engagement Panels shall be determined by the Municipal Council.

### **Conduct**

The conduct of Environmental Stewardship and Action Community Engagement Panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

### **Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the Environmental Stewardship and Action Community Engagement Panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Environmental Stewardship and Action Community Engagement Panel may meet at any time and at any location and are in addition to the regular meetings of the Environmental Stewardship and Action Community Engagement Panel.

**Terms of Reference**  
**Diversity, Inclusion and Anti-Oppression Community**  
**Engagement Panel**

**Role**

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

**Mandate**

The Diversity, Inclusion and Anti-Oppression Community Engagement Panel reports to the Municipal Council, through the Community and Protective Services Committee. The Diversity, Inclusion and Anti-Oppression Community Engagement Panel is to provide leadership on matters related to diversity, inclusivity, equity and the elimination of discrimination in the City of London.

The Diversity, Inclusion and Anti-Oppression Community Engagement Panel (DIACEP) may be called upon for the following:

- to provide consultation, advice, report findings and make recommendations to City Council as necessary or at such times as Council may deem desirable, on matters of discrimination as defined by the Ontario Human Rights Code and matters related to diversity, inclusivity and equity in the City of London;
- to act as a resource for the City in the development, maintenance and refinement of policies and practices that facilitates an inclusive and supportive work environment. This includes, but is not limited to, human resource policies related to recruitment, hiring, training, and promotion that provide equitable opportunity for members of London's diverse populations;
- to participate in the development of new policies and programs or the refinement of existing ones, related to matters of discrimination, diversity, inclusivity and equity in the City of London; and
- to be a source of information to the Council on community resources available regarding issues of discrimination.

**Composition**

**Voting Members**

- ten members-at-large
- a minimum of one individual who is primarily French-speaking

**Non-Voting Members**

Representative from organizations within any of the following sectors may be called upon as the DIACEP determines to be necessary:

- ethno-cultural and linguistic community organizations;
- police, justice and legal services;
- age-based organizations/services;
- health care services;
- educational institutions/organizations/services;
- immigrant settlement services;
- income support organizations/services;
- employment-related agencies/organizations;
- faith-based community groups;
- LGBT groups;
- gender-based groups;
- aboriginal community groups/agencies;
- aboriginal community groups/agencies;
- persons with disabilities groups/agencies;
- race, anti-racism or anti-hate groups/organizations; and
- post-secondary students - from each of the University Students' Council, Western

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University and Fanshawe Students' Union.

### Sub-committees and Working Groups

The Community Engagement Panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resource support to these sub-committees or working groups. These sub-committees and working groups shall draw upon members from the Community Engagement Panel as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Community Engagement Panel.

### **Term of Office**

Appointments to community engagement panels shall be determined by the Municipal Council.

### **Conduct**

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

### **Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the community engagement panel may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.

**Terms of Reference**  
**Animal Welfare Community**  
**Engagement Panel**

**Role**

The role of a community engagement panel is to provide the Municipal Council with a formalized on-going opportunity for public consultation and to offer recommendations, advice, and information to the Municipal Council on those specialized matters which relate to the purpose of the panel.

**Mandate**

The Animal Welfare Community Engagement Panel reports to the Municipal Council through the Community and Protective Services Committee. The mandate of the Animal Welfare Community Engagement Panel is to advise the Municipal Council on issues relating to animal welfare for domestic animals, urban wildlife and animals for use in entertainment, within the City of London. Farm animals do not, however, fall within the mandate of the Animal Welfare Community Engagement Panel.

The Animal Welfare Community Engagement Panel (AWCEP) will act as a resource on issues and initiatives relating to animal welfare within the City of London include animal control legislation (municipal, provincial and federal); licensing and other fees; public education and awareness programs; off-leash dog parks; adoption programs; spay/neuter programs; feral cats; discussing and understanding animals in entertainment; and enforcement.

Typical duties of the AWCEP would include:

- advising on issues and concerns faced by animals within the City of London;
- advising on opportunities that have been identified within the community to improve animal welfare;
- reviewing and making recommendations to the Community and Protective Services Committee on solutions to improve animal welfare in the City of London;
- supporting, encouraging and being a resource to the Municipal Council and the Civic Administration

**Composition**

**Voting Members:**

A maximum of thirteen voting members consisting of individuals with an interest or background in animal welfare.

Representatives from the following organizations or categories are desirable:

- Friends of Captive Animals;
- London Dog Owners Association;
- Wildlife Rehabilitator, including naturalists with either educational credentials or active involvement with wildlife through an organization;
- Animal Rescue Group;
- Veterinarian or Veterinary Technician; and
- Local Pet Shop Owner.

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### Non-Voting Resource Group:

Representative from organizations within any of the following sectors may be called upon as the AWCEP determines to be necessary:

- Civic Administration (various departments);
- Middlesex-London Health Unit;
- Upper Thames River Conservation Authority;
- Ministry of Natural Resources; and
- student representatives.

### Sub-committees and Working Groups

The community engagement panel may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide resources or support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the community engagement panel as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Community engagement panel.

### **Term of Office**

Appointments to community engagement panels shall be determined by the Municipal Council.

### **Conduct**

The conduct of community engagement panel members shall be in keeping with Council Policy including the Respectful Workplace Policy.

### **Meetings**

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the community engagement panel. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the community engagement panel may meet at any time and at any location and are in addition to the regular meetings of the community engagement panel.